

**Retirement Board Meeting**  
**October 22, 2019**  
**9:30 AM**  
**Montague Town Hall - 1<sup>st</sup> Floor**  
**Agenda**

1. **Minutes** of September 24, 2019 meeting for review and approval.

**BOARD MOVE** to approve minutes of September 24, 2019 meeting.

2. **Contributory Retirement Warrant:** approve October 2019 Warrant #10, dated October 31, 2019.

**BOARD MOVE** to approve October 2019 Warrant #10, dated October 31, 2019.

3. **New Members:** Approve new member applications:

Alison Ovalle-Perez, GMRSD, paraprofessional, 9/18/2019.

**BOARD MOVE** to approve new member applications listed above.

4. **Refunds:** Approve Annuity Savings refunds and rollovers:

**BOARD MOVE** to approve Annuity Savings refunds and rollovers.

5. **Superannuation Retirement Date Change:** Leon Ambo, TFFD, has requested that his retirement date be changed from 10/4/2019, to 10/9/2019, Option C.

**BOARD MOVE** to accept Superannuation Retirement date change for Leon Ambo, TFFD, Option C, from 10/4/2019 to 10/9/2019.

6. **Administrator Contract:** Board to review and discuss Administrator's contract for renewal.

**BOARD MOVE** to approve Administrator's contract.

7. **CY2020 Budget:** Board to review, discuss, and approve CY2020 expense budget.

**BOARD MOVE** to approve CY2020 expense budget.

8. **Financial Statements:** Board Review August & September 2019 financial statements, containing the following documents, if available:

Cash Receipts Report	Bank Reconciliation	Detail General Ledger
Cash Disbursements Report	Bank Statements	Supplementary Schedule
Adjustments Report	PRIT Reconciliation	Y-T-D Budget
Trial Balance	PRIT Statements	

9. **Town Audit of Retirement System:** Audit letter and financial statements provided by Melanson Heath are available for review. There were no findings.

**Topics not anticipated covered in the 48 hour posting requirement.**

**Annual items:**

Jan/Feb - Post COLA hearing  
Sept - Vote chairman  
Oct - Administrator evaluation & compensation, stipends, budget for next year  
Nov - Budget approval