Retirement Board Meeting
March 18, 2020
1:00 PM
Montague Town Hall - 1st Floor
<mark>As the Town Hall is closed to the public, this meeting will be recorded.</mark>
Agenda - <u>REVISED</u>

1. **COVID19:** Board to discuss and implement emergency and contingency plans to respond to COVID19.

   BOARD MOVE to vote on emergency measures and contingency plans.

2. **Minutes** of February 25, 2020 meeting for review and approval.

   BOARD MOVE to approve minutes of February 25, 2020 meeting.

3. **Contributory Retirement Warrant**: approve March 2020 Warrant #3, dated March 31, 2020.

   BOARD MOVE to approve March 2020 Warrant #3, dated March 31, 2020.

4. **Superannuation Retirement**: Katherine M.L. Jones, Option C, Date of Retirement 3/1/2020. Ms. Jones worked for the WPCF, 7/1/2014-9/27/2016, with prior time of 6 years with Franklin Regional Retirement Board, and 11 years, 9 months, 25 days with the State Retirement Board.

   BOARD MOVE to approve Superannuation Retirement, Option C, for Katharine M.L. Jones as of March 1, 2020.

5. **Mandatory Direct Deposit:** Board to discuss and vote on whether or not to require direct deposit for retirees currently receiving a check each month.

   BOARD MOVE to require Retiree's currently receiving a monthly check to switch to direct deposit.

6. **Notice of Retiree Death**: Katherine Crouse, retired 12/31/2003, Option A, date of death 3/13/2020.

7. **Notice:** Administrator Deb Underhill is scheduled for Jury Duty on Monday April 13, 2020.

8. **Annual Statement CY2019:** Board to review and sign CY2019 Annual Statement.

Topics not anticipated covered in the 48 hour posting requirement.

Next Meeting: Tuesday March 24, 2020 COLA Vote

BOARD MEMBER TERMS:
C. Clark – expires 12/16/20
D. Dion – expires 5/30/22
M. Fiske – expires 12/31/21
S. Ellis – appointed by Selectboard
C. Olsen – Ex-Officio

Annual items:
Jan/Feb - Post COLA hearing
March – COLA
Mar/Apr – Approve Annual Statement
Sept – Vote chairman
Oct – Administrator evaluation & compensation, stipends, budget for next year
Nov – Budget approval