

The regular meeting of the Montague Retirement Board, duly posted, was held online via Zoom (due to COVID19) on the above date, and came to order at 9:00 AM.

Chairperson Carolyn Olsen announced that the meeting was being recorded, and roll call was taken.

Retirement Board Members Present: Carolyn Olsen, Cheryl Clark, Marianne Fiske, and Steven Ellis were present. David Dion joined the meeting at 9:29 AM.

Retirement Board Staff Present: Administrator Deb Underhill was present.

Minutes: April 27, 2021 Retirement Board meeting minutes were presented for review and approval.

On a motion made by Cheryl Clark, seconded by Marianne Fiske, the Board voted to approve the April 27, 2021 Retirement Board meeting minutes.

Roll Call Vote: Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES Steven Ellis YES

Vote: 4 In Favor 0 Opposed 0 Abstained

Contributory Retirement Warrant #5: Approve May 2021 Warrant #5, dated May 28, 2021, in the amount of \$283,736.02.

Payroll	\$ 274,130.65
Expenses	\$ 7,803.88
AS Refunds	\$ 1,801.49
Total Warrant	<u>\$ 283,736.02</u>

On a motion made by Cheryl Clark, seconded by Marianne Fiske, the Board voted to approve the May 2021 Warrant #5, dated May 25, 2021, in the amount of \$283,736.02.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES

Vote: 4 In Favor 0 Opposed 0 Abstained

New Members: Approve new members listed below:

Jamie Roblee-Gonzalez, GMRSD, CNA, re-hired 4/15/2021
Elizabeth Chagnon, GMRSD, Paraprofessional, re-hired 4/26/2021
Patricia Holloway, TWN, WPCF Administrative Asst., effective 5/17/2021

On a motion made by Marianne Fiske, seconded by Cheryl Clark, the Board voted to approve the new members listed above.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES

Vote: 4 In Favor 0 Opposed 0 Abstained

Superannuation Retirement: approve Superannuation Retirement, Option C, John Zellmann Jr., TFFD, effective July 24, 2021. **APPLICATION RESCINDED 5/20/2021.**

AS Refund: Charles Smith, GMRSD, 10/10/2019 – 6/24/2020, 8 months, 14 days, refund of annuity savings in the amount of \$1,801.49.

On a motion made by Steven Ellis, seconded by Cheryl Clark, the Board voted to approve the refund of annuity savings for Charles Smith, GMRSD, 10/10/19 – 6/24/2020, 8 months, 14 days, in the amount of \$1,801.49.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES

Vote: 4 In Favor 0 Opposed 0 Abstained

Notice of Retiree Death: Lorraine Boguslawski, GMRSD, Option A, date of death 4/25/2021.

Notice: Registration is now open for the MACRS June conference which will be held *virtually* on June 7th and 8th from 10 am to 1 pm each day. There will be a legal panel on Monday June 7th for 3 credits, and a Veterans' Benefits session on June 8th for 3 credits. The cost is \$100 per person, please let Administrator Deb Underhill know if you would like to attend and she will register everyone.

Financial Statements: Board reviewed the April 2021 financial statements, containing the following documents:

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

9:10 AM: Motion to Recess until 9:25 AM

On a motion made by Steven Ellis, seconded by Cheryl Clark, the Board voted to recess until 9:25 AM.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES

Vote: 4 In Favor 0 Opposed 0 Abstained

9:25 AM: Motion to resume meeting.

On a motion made by Cheryl Clark, seconded by Marianne Fiske, the Board voted to resume the meeting.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES

Vote: 4 In Favor 0 Opposed 0 Abstained

9:29 AM: Board Member David Dion, ADR Applicant Leon Laster, Police Chief Chris Williams, Attorney Gerry McDonough and Attorney Tom Gibson joined the meeting.

9:30 AM: Executive Session: under purpose 7 of the Open Meeting Law: ‘To comply with, or act under the authority of, any general law’...that law being Exemption (c) of the Public Records Law (G.L. c. 4, s. 7(26) (c)): ADR Application Review: Leon Laster.

Board Chair stated the reason for the executive session – ADR Application Review: Leon Laster

All parties are participating remotely, and all stated that no other person is present or able to hear the discussion at the remote location. The Board will reconvene in open session after the Executive Session.

On a motion made by Steven Ellis, seconded by Marianne Fiske, the Board voted to go into Executive Session.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES David Dion YES

Vote: 5 In Favor 0 Opposed 0 Abstained

9:50 AM: Board reconvened in open session:

On a motion made by Cheryl Clark, seconded by David Dion, the Board voted to reconvene in open session.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Carolyn Olsen YES Cheryl Clark YES David Dion YES

Vote: 5 In Favor 0 Opposed 0 Abstained

Presentation: Attorney Tom Gibson gave the Board a brief overview of the following legal issues:

1. MACRS virtual conference will be held June 7-8, including a legal panel.
2. The pending appeal of *Vernava*, a case to determine if Workers’ Comp supplemental payments are regular compensation.
3. The pending *O’Leary* case regarding lump sum vacation payments and regular compensation.
4. State of Emergency due to COVID ending on 6/15 and the Open Meeting Law.

10:10 AM: Carolyn Olsen left meeting.

Board announced that it voted unanimously to approve the Accidental Disability Retirement application for Leon Laster in Executive Session.

Meeting Adjourned: 10:11 AM

On a motion made by Steven Ellis, seconded by David Dion, the Board voted to adjourn the meeting.

Roll Call Vote: Steven Ellis YES, Marianne Fiske YES Cheryl Clark YES David Dion YES

Vote: 4 In Favor 0 Opposed 0 Abstained

**Upcoming Meetings: Tuesday June 22, 2021 @ 9:00 AM in the Town Hall annex meeting room in person.
Tuesday July 27, 2021 @ 9:00 AM**

Meeting Documents:

May 28, 2021 Warrant #5, with associated documents

April 27, 2021 Minutes

April 2021 Financial Statements, if available

MACRS Agenda – June 2021 Virtual Conference

APPROVED BY THE MONTAGUE BOARD OF RETIREMENT

Carolyn Olsen, Chairperson

respectfully submitted,

Cheryl Clark

Debra Underhill

Administrator

Montague Retirement Board

David Dion

Steven Ellis

Marianne Fiske

BOARD MEMBER POSITION & TERMS:

1. C. Olsen – Ex-Officio
2. S. Ellis – expires 5/22/21
3. D. Dion – expires 5/30/22
4. C. Clark – expires 12/16/23
5. M. Fiske – expires 1/31/24

Annual items:

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