

Retirement Board Meeting
Town Hall – Annex Meeting Room
Tuesday July 25, 2023
9:00 AM

AGENDA

1. **Minutes:** June 27, 2023 Retirement Board meeting minutes for review and approval.

BOARD MOVE to approve the minutes of the June 27, 2023 Retirement Board meeting.

2. **Contributory Retirement Warrant:** approve July 2023 Warrant #7, dated July 31, 2023 in the amount of \$350,704.04.

BOARD MOVE to approve July 2023 Warrant #7, dated July 31, 2023 in the amount of \$350,704.04..

3. **Contributory Retirement Warrant:** approve July 27, 2023 Warrant #7A in the amount of \$2,500,000.00 for transfer to the PRIT Fund.

BOARD MOVE to approve July 27, 2023 Warrant #7A in the amount of \$2,500,000.00 for transfer to the PRIT Fund.

4. **New Members:** approve new members listed below:

Will Peredina, TWN, CWF, Operator/Laborer, effective 7/5/2023
Gabriel J. Chapley, TFFD, Probationary Firefighter, effective 7/10/2023
Brandon Breault, TFFD, Probationary Firefighter, effective 7/10/2023
Scott Dodd, TWN, DPW, Truck Driver/Laborer, effective 7/5/2023

BOARD MOVE to approve new members listed above.

5. **AS Transfer:** approve AS transfer to the Greenfield Retirement System for Christina Forde, TWN, 10/5/2020 – 2/23/2021, 4 months, 18 days in the amount of \$651.45.

BOARD MOVE to approve AS transfer to the Greenfield Retirement System for Christina Forde, TWN, 10/5/2020 – 2/23/2021, 4 months, 18 days in the amount of \$651.45.

6. **MACRS Fall Conference:** approve conference fees and travel expense for Board & Staff to attend the MACRS Fall Conference, October 1-4 in Springfield, MA. (Let Deb know if you would like her to register you for the conference)

BOARD MOVE to approve conference fees and travel expense for the MACRS Fall Conference, October 1-4 in Springfield, MA.

7. **PERAC Administrator Training:** approve travel expenses for Board & Staff to attend the PERAC Administrator Training on August 23, 2023 at the Hotel Northampton in Northampton, MA.

BOARD MOVE to approve travel expenses for the Administrator Training in Northampton, MA on August 23, 2023.

8. Election Officer: appoint election officer for the upcoming election for the 4th member of the retirement board, current term expires 12/16/2023.

BOARD MOVE to appoint election officer for the upcoming election for the 4th member of the retirement board, current term expires 12/16/2023.

9. PRIM Investment Review: Laura Strickland, PRIM Client Services Officer, has asked if the Board would like her to come and present an investment review. She last presented to the Board at the August 23, 2022 meeting.

10. Notice: Benefit Verification Forms (affidavits) will be mailed to all retirees & survivors on August 1, 2023.

11. Notice: Administrator Deb Underhill will *not* be taking vacation days on August 14-15 as reported at the June meeting.

12. Financial Statements: Board review June 2023 financial statements, containing the following documents, if available:

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

Topics not anticipated covered in the 48 hour posting requirement.

Upcoming Meetings: **Tuesday, August 29, 2023 at 9AM**
 Tuesday, September 26, 2023 at 9AM

Meeting Materials:
Agenda, July 25, 2023
July 31, 2023 Warrant, with associated documents
Board Minutes, June 27, 2023
Election Notice – 4th member