

The regular meeting of the Montague Retirement Board, duly posted, was held online, via Zoom, on the above date, and came to order at 9:30 am.

**Retirement Board Members Present:** Carolyn Olsen, Cheryl Clark, David Dion, Marianne Fiske and Steven Ellis were present, all participated remotely via Zoom meetings.

**Retirement Board Staff Present:** Administrator Deb Underhill was present via Zoom meetings.

All Board and Staff members announced their names.

**Minutes:** Minutes of the May 26, 2020 Retirement Board Meeting were presented for review and approval.

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to approve the May 26, 2020 minutes.

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

**Vote:** 5 In Favor 0 Opposed 0 Abstained

**Warrant:** Contributory Retirement Warrant #6, dated June 30, 2020 in the amount of \$340,916.87.

Payroll	\$ 260,773.26
Expenses	\$ 10,679.70
3(8)c Reimbursement	<u>\$ 69,463.91</u>
Total Warrant	<u>\$ 340,916.87</u>

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to approve the June 30, 2020 Warrant #6 in the amount of \$340,916.87.

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

**Vote:** 5 In Favor 0 Opposed 0 Abstained

**Superannuation Retirement:** Anne Hescock, GMRSD, Option B, effective 6/30/2020.

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to accept the Superannuation Retirement application from Anne Hescock, GMRSD, Option B, effective 6/30/2020.

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

**Vote:** 5 In Favor 0 Opposed 0 Abstained

**Notice:** Administrator Deb Underhill will be on vacation the week of July 6<sup>th</sup>.

**Other Business:**

**COVID-19 Update:** Administrator Deb Underhill told the Board that working remotely during the COVID19 pandemic has gone smoothly. Ms. Underhill has full access to her work PC, printer and office phone remotely; therefore she has been able to continue all aspects of her position with ease during this unusual situation.

Steve Ellis gave a brief overview of the Town Hall partial opening, beginning Thursday, June 25<sup>th</sup>. Ms. Underhill said she is planning to work remotely until after her vacation the week of July 6<sup>th</sup>. If all goes well with the Town reopening, and the COVID numbers remain low, she will return to work in the office July 13<sup>th</sup>.

**Meeting Adjourned 9:40 am.**

**Next meeting: Tuesday, July 28, 2020, at 9:30 am.**

**APPROVED BY THE MONTAGUE BOARD OF RETIREMENT**

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Cheryl Clark, Chairperson

respectfully submitted,

\_\_\_\_\_  
Carolyn Olsen

\_\_\_\_\_  
Debra Underhill  
Administrator  
Montague Retirement Board

\_\_\_\_\_  
David Dion

\_\_\_\_\_  
Marianne Fiske

\_\_\_\_\_  
Steven Ellis

**BOARD MEMBER POSITION & TERMS:**

1. C. Olsen – Ex-Officio
2. S. Ellis – appointed by Selectboard
3. D. Dion – expires 5/30/22
4. C. Clark – expires 12/16/20
5. M. Fiske – expires 12/31/21

**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