

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 9:30 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 9:37am.

Retirement Board Staff Present: Administrator Deb Underhill was present.

Minutes: January 26, 2021 Retirement Board meeting minutes were presented for review and approval.

On a motion made by Marianne Fiske, seconded by Cheryl Clark, the Board voted to approve the January 26, 2021 Retirement Board meeting minutes.

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

Vote: 3 In Favor 0 Opposed 1 Abstained

Contributory Retirement Warrant #2: Approve February 2021 Warrant #2, dated February 26, 2021, in the amount of \$349,192.19.

Payroll	\$ 274,097.67
Expenses	\$ 9,707.48
Furniture & Equipment	\$ 1,390.00
AS Refunds	\$ 480.00
3(8)c Reimbursements	<u>\$ 63,517.04</u>
Total Warrant	<u>\$ 349,192.19</u>

On a motion made by Marianne Fiske, seconded by Cheryl Clark, the Board voted to approve the February 26, 2021 Warrant #2 in the amount of \$349,192.19.

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:

Judith Fritz, GMRSD, Medical Waiting Room, effective 11/6/2020
Katie Hildreth, GMRSD, COTA, effective 1/22/2021

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: Cynthia Lively, GMRSD, Option A, effective 2/11/2021.

On a motion made by Marianne Fiske, seconded by Cheryl Clark, the Board voted to approve the Superannuation Retirement, Option A, for Cynthia Lively, GMRSD, effective 2/11/2021.

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

Vote: 4 In Favor 0 Opposed 0 Abstained

David Dion joined the meeting.

Partial AS Refund: John Dempsey, TWN, Police, was on the Reserve list from 1/1/1995 – 4/20/1997. On 6/24/2016, Mr. Dempsey paid to purchase this reserve time. For the period of time from 1/1/1995 – 12/31/1996, Mr. Dempsey was never called into service and received no compensation. Per PERAC Memo #19-2014, a hypothetical salary of \$3000 per year was used to calculate the cost of the uncompensated portion of his reserve time, in the amount of \$480.00. Subsequently, PERAC Memo #11/2020 informed Retirement Boards that the SJC determined that uncompensated reserve time is to be granted to the member at no cost. Therefore, a partial refund in the amount of \$480.00 is being issued to Mr. Dempsey.

On a motion made by Marianne Fiske, seconded by Cheryl Clark, the Board voted to approve the partial refund in the amount of \$480.00 for John Dempsey, TWN, for his uncompensated reserve time from 1/1/1995 – 12/31/1996.

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

Vote: 5 In Favor 0 Opposed 0 Abstained

Christopher Bonnett – approve creditable service for uncompensated reserve time: Christopher Bonnett, TWN, Police, was on the Reserve list from 11/26/01 – 6/26/2005; for the time period of 11/26/01 – 11/25/02, he was never called into service and received no compensation. Per PERAC Memo #11/2020, Reserve police officers (and firefighters) who had **uncompensated** reserve time prior to 7/1/2009 are to be granted creditable service for that time, at no cost. (Note: Mr. Bonnett has **not** paid for the remaining **compensated** reserve time, from 11/26/02 – 6/26/05.)

On a motion made by Steven Ellis, seconded by Cheryl Clark, the Board voted to approve 1 year of creditable service for Christopher Bonnett's uncompensated reserve time from 11/26/2001 – 11/25/2002.

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

Vote: 5 In Favor 0 Opposed 0 Abstained

Accidental Disability Retirement: ADR application received from Leon Laster, TWN, Police Staff Sargent, date of injury 10/13/2019. Board members have reviewed the ADR application, employer statement, physician statement, medical records and all other pertinent information. Board to vote to accept ADR application, and send to PERAC for a medical panel review.

On a motion made by Carolyn Olsen, seconded by Marianne Fiske, the Board voted to accept the ADR application from Leon Laster, TWN, and to send it to PERAC for a medical panel review.

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

Vote: 5 In Favor 0 Opposed 0 Abstained

ADR Telemedicine Waiver: Leon Laster has signed a waiver to have a telemedicine medical panel. If the Board agrees to a telemedicine medical panel, the Board and the Employer must also sign waivers.

Discussion: David Dion said that Telemedicine doesn't seem like the best way to conduct a medical panel review for a disability applicant. Deb Underhill said that PERAC is allowing them in order to schedule medical panels in a timely manner during Covid. Steven Ellis said that he agreed with Mr. Dion, however, being able to schedule a medical panel in a timely manner is in the best interest of the applicant and the employer.

On a motion made by Cheryl Clark, seconded by Marianne Fiske, the Board voted to allow Leon Laster to have a telemedicine medical panel.

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

Vote: 5 In Favor 0 Opposed 0 Abstained

Financial Statements: Board Review January 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

Other Business: Marianne Fiske told the Board that the Mayor of Greenfield had appointed her to the Greenfield Retirement Board. They meet at 10 am on the 4th Tuesday of each month.

Meeting Adjourned: 9:49 am

On a motion made by Cheryl Clark, seconded by Marianne Fiske, the meeting was adjourned at 9:49 am.

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

Vote: 5 In Favor 0 Opposed 0 Abstained

Upcoming Meetings: Tuesday March 23, 2021 @ 9:30 am via Zoom - FY22 COLA Vote
Tuesday April 27, 2021 @ 9:30 am via Zoom

APPROVED BY THE MONTAGUE BOARD OF RETIREMENT

Carolyn Olsen, Chairperson

respectfully submitted,

Cheryl Clark

Debra Underhill
Administrator

David Dion

Montague Retirement Board

Marianne Fiske

Steven Ellis

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