

Berkshire County Retirement Board Meeting  
September 27, 2017

**The meeting of the Berkshire County Retirement Board was called to order at 9:00 A.M. in the Retirement Office, located at 29 Dunham Mall, Pittsfield, MA. Present at the meeting were, Gerald Doyle Jr., Appointed Member, Mark Bashara, Elected Member, Paul A. Lisi, Jr., Advisory Board Member and Peter Menard Elected Member. Michael Ovitt, Chairman, was absent. Paul A. Lisi, Jr served as Chairman.**

**PUBLIC COMMENT:**

Members of the public have an opportunity to address the Retirement Board. *No comments.*

**MINUTES:**

1.) The Board minutes of the meeting held August 30, 2017, were signed and approved.

**Voted to** approve the minutes.

**NEW BUSINESS:**

2.) The Board appointed Sheila LaBarbera the election officer for the fall 2017 election.

**Voted to** approve Sheila LaBarbera as election officer.

**INVESTMENTS:**

3.) The Board received from PRIT a statement of performance for August 2017. The PRIT Fund returned .61% for the month of August.

**Voted to** note the record.

**BANK STATEMENTS:**

4.) The Board received the bank statements for August 2017 and the budget for Sept 2017.

*Note: copies of cash books for August 2017 were emailed to each Board member prior to the meeting.*

**Voted to** note the record.

**MONTHLY WARRANTS:**

5.) The Board approved payment vouchers:

08-06-17	\$324.93
09-01-17	\$18,665.75
09-02-17	\$58706.67
09-03-17	\$20824.80
09-04-17	\$66024.18

**Voted to** approve payments as presented.

**REQUESTS FOR RETIREMENT:**

6.) The Board approved the application for superannuation retirement from Delores Burns, Williamstown, School Secretary, Group 1, age 62 with 15 years and 10 months of creditable service and chose Option B. The retirement will be effective December 14, 2017.

The Board approved the application for superannuation retirement from Donna Tyer, Lee, supervisor dispatch, Group 1, age 60 with 34 years and 8 months of creditable service and chose Option B. The retirement will be effective October 1, 2017.

**Voted to** approve the retirements as presented.

Berkshire County Retirement Board Meeting  
September 27, 2017

**REQUEST FOR SERVICE BUYBACK:**

7.) Barbara Middleton, a member in FRRSD, is eligible to buy back 1 year and 9 months of prior creditable service. If Ms. Middleton pays \$4574.26 into the annuity savings fund by October 31, 2017, the Board will grant 1 year and 9 months of creditable service.

**Voted** to approve the buyback request as presented.

**MEMBER TRANSFERS OUT OF SYSTEM:**

8.) The Board approved the notice of transfer of the account of Stephanie Duquette, a member in SBRSD to the Teacher's Retirement Board. The Berkshire County Retirement Board will accept liability for 8 years and 7 months of creditable service. The amount of the transfer is \$13079.18.

The Board approved the notice of transfer of the account of Daniel Lanoue, a member in SBRSD to the Teacher's Retirement Board. The Berkshire County Retirement Board will accept liability for 8 months of creditable service. The amount of the transfer is \$2215.99.

The Board approved the notice of transfer of the account of Matthew Mozzi, a member in Dalton to the State Retirement Board. The Berkshire County Retirement Board will accept liability for 4 years and 1 month of creditable service. The amount of the transfer is \$21609.74.

The Board approved the notice of transfer of the account of William Munch, a member in Dalton to the State Retirement Board. The Berkshire County Retirement Board will accept liability for 3 years and 11 months of creditable service. The amount of the transfer is \$21801.76.

**Voted** to approve transfers as presented.

**REQUESTS FOR REFUNDS:**

9.) The Board approved the applications for refunds from the following members: (Pending approval from Dept. of Revenue- child support division)

Karen Blodgett	SBRSD	\$27499.52
Timothy Dowling	CBRS	\$10627.36
Jennifer Goewey	Sheffield	\$8406.78
David Monyahan	Sheffield	\$7647.74
Francis Hughes	Lee	\$11842.78

**Voted** to approve refunds as presented.

**NEW MEMBER APPLICATIONS:**

10.) The Board approved for membership in the Berkshire County Retirement System the following members:

6689	MICHELLE MESSANA	LENOX	5/30/2017	Youth SVC Coord	1
6710	JESSICA R JEZAK	RICHMOND	9/7/2017	PARA	1
6711	NOREEN E HOAG	LENOX	9/1/2017	PARA	1
6712	KELSEY E ALCANTARA	BHRSD	8/31/2017	PARA	1
6713	TORI E WADSWORTH	BHRSD	8/31/2017	PARA	1
6714	TROY A BAROLI	DALTON FIRE	8/21/2017	FIREFIGHTER	4
6715	JOHN M GAVIN	BHRSD	8/31/2017	PARA	1

Berkshire County Retirement Board Meeting  
September 27, 2017

6716	TAMMI J DUNHAM	BCRHA	8/7/2017	COUNSELOR	1
6717	ANGELA B GARRITY.	RICHMOND	7/20/2017	Town Accountant	1
6718	WILLIAM D BROWN, JR	BHRSD	8/31/2017	PARA	1
6719	KATHERINE N MASON	BHRSD	8/28/2017	PARA	1
6720	KIRSTEN L FREDSELL	BHRSD	8/31/2017	PARA	1
6721	KAREN A FISHER	BHRSD	8/31/2017	PARA	1
6722	SUSAN A LOVE	LENOX	9/1/2017	PARA	1
6723	GINA T GUACHIONE	LENOX	9/1/2017	PARA	1
6724	CARMEL G KUSHI	WILLIAMSTOWN	9/11/2017	ADMIN CLERK	1
6725	ANDREW S Krahforst-Lang	BHRSD	8/31/2017	PARA	1
6726	STEPHANIE V FASANO	BHRSD	9/14/2017	PARA	1
6727	HAYLIE R BREAUULT	BECKET	7/31/2017	EMT	1
4404	DENISE M STAUBACH	LENOX	9/1/2017	PARA	1

**Voted** to approve new members as presented.

**INJURY REPORTS:**

11.) The Board is notified of the following injuries:

Stephanie Wager – MGRSD- 09/05/2017 – lost time

**Voted** to note the record.

**RETIREMENT ALLOWANCE APPROVALS:**

12.) The Board received approval from PERAC to grant a retirement allowance to Diana Kirby, as of June 30, 2017. Lenox

	<b>Member</b>	<b>Beneficiary</b>
Annuity	\$6269.76	\$4179.84
Pension	\$10543.68	\$7029.12
Yearly	\$16813.44	\$11208.96
Monthly	\$1401.12	

The Board received approval from PERAC to grant a retirement allowance to Lisa Grogan, as of June 30, 2017. CBRSD

	<b>Member</b>	<b>Beneficiary</b>
Annuity	\$5200.68	
Pension	\$24643.08	
Yearly	\$29843.76	
Monthly	\$2486.98	

The Board received approval from PERAC to grant a retirement allowance to Valerie Gero, as of July 3, 2017. CBRSD

	<b>Member</b>	<b>Beneficiary</b>
Annuity	\$2489.04	\$1659.36
Pension	\$5328.36	\$3552.24
Yearly	\$7817.40	\$5211.60
Monthly	\$651.45	

Berkshire County Retirement Board Meeting  
September 27, 2017

The Board received approval from PERAC to grant a retirement allowance to Tolitha Hankey, as of July 18, 2017. SBRSD

	<b>Member</b>	<b>Beneficiary</b>
Annuity	\$4980.60	
Pension	\$12038.76	
Yearly	\$17019.36	
Monthly	\$1418.28	

The Board received approval from PERAC to grant a retirement allowance to Nora Babcock, as of July 19, 2017. Lee

	<b>Member</b>	<b>Beneficiary</b>
Annuity	\$4124.04	
Pension	\$14946.12	
Yearly	\$19070.16	
Monthly	\$1589.18	

**Voted** to note the record.

**3(8)c REIMBURSEMENTS:**

13.) The Board received a letter from PERAC ordering the State Retirement Board through the provisions of MGL Sec 3(8)(c) to reimburse the Berkshire County Retirement Board \$14833.15 a year toward the retirement allowance of Lisa Grogan.

**Voted** to note the record.

**TRAVEL & EDUCATION APPROVALS:**

14.) The Board is asked to approve the travel expense for Sheila LaBarbera, William Flynn and Denise Gregoire to attend the PRIM Board Investor Client Conference at the College of the Holy Cross on November 9, 2017. Amended to include Board member Paul Lisi, Jr.

**Voted** to approve travel expenses for the PRIM Investor Conference.

**PERAC CORRESPONDENCE:**

15.) The Board received from PERAC the following memorandums:

#28/2017 Selection of the Fifth member and Board Employees

*The Board reviewed and discussed the procedure outlined by PERAC. Paul Lisi asked for a copy of our procedure for selecting a 5<sup>th</sup> member. It will be included in the October agenda.*

#29/2017 Vendor Disclosures

**Voted to** note the record.

16.) The Board is in receipt of a letter sent to PERAC requesting guidance regarding job descriptions that contain multiple group classifications.

**Voted to** note the record and eagerly await a PERAC response..

**MISCELLANEOUS CORRESPONDENCE:**

17.) Registration for the Fall MACRS Conference 10/1 thru 10/4 in Springfield, MA.

18.) Update on the audit performed by PERAC and the audit performed by MelansonHeath.

The next regular board meeting is scheduled for Wednesday, October 25, 2017 at 9:00am.

Berkshire County Retirement Board Meeting  
September 27, 2017

**Voted** to adjourn at 9:45am.

RESPECTFULLY SUBMITTED:

---

Sheila LaBarbera, Executive Director

APPROVED BY:

---

Michael Ovitt, Chairman

---

Mark Bashara, Elected Member

---

Peter Menard, Elected Member

---

Paul A. Lisi, Jr., Advisory Council Member

---

Gerald Doyle, Jr., Appointed Member