

Berkshire County Retirement Board Meeting
December 30, 2020

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, Michael Ovitt, Chairman. Participating by video conference were Karen Williams, Elected Member, Mark Bashara, Elected Member, Beth Matson Appointed member and Paul A. Lisi, Jr., Advisory Board Member. A roll call vote was taken to open the meeting. Unanimous.

PUBLIC COMMENT:

Members of the public have an opportunity to address the Retirement Board as the remote link to the meeting was posted with the agenda. There were no members of the public attending the meeting or connecting remotely.

MINUTES:

1.) The Board minutes of the meeting held November 24, were signed and approved.
A roll call vote to approve the minutes.

NEW BUSINESS: *Michael Ovitt left the meeting*

2.) The Board appointed a chairman to the Berkshire County Retirement Board. The chairman's position is a six-year term beginning on January 1, 2021. The Board members had several questions regarding the length of the term of Chairman that was established through MGL Ch. 32. How long had Michael Ovitt served as chairman, since the removal of Peter Arlos as Chairman in 2006. The board had a quick discussion regarding board chairmanships in city systems and how it differs from the county. Paul Lisi Jr., made a motion to reappoint Michael Ovitt chairman second by Mark Bashara, unanimous.
A roll call vote to approve the appointment of Michael Ovitt, Chairman.

Michael Ovitt returned to the meeting

3.) The Board accepted and will process an application for accidental disability benefits. An application for accidental disability benefits was made by Matthew Larson, Town of Lee. The Board discussed Mr. Larson's application and his ability to meet the standard for the Board to accept and process the application. The Board decided to request a medical panel with PERAC. Paul Lisi Jr, made a motion to accept the application and request a medical panel, second by Mark Bashara. Unanimous.
A roll call vote to accept application and request a medical panel.

4.) The Board reviewed medical panel decisions for accidental disability benefits as requested by Jason Hoellerich, Town of Cheshire. The Board set a date for a disability hearing of January 27, 2021, the hearing will be part of the regular monthly Board meeting. Motion by Paul Lisi, Jr. second Mark Bashara. Unanimous.
A roll call vote to set a date for hearing January 27, 2021.

5.) The Board reviewed and approved the amended 2021 annual budget for the Berkshire County Retirement System. The amended budget total for 2021 is \$587,000. The budget increase came from the inclusion of the cost of four family health plans rather than three individual plans. The budget approval also includes a 3% COLA increase for the staff salaries in 2021. Motion by Paul Lisi, Jr. to approve the total budget amount of \$587,000 and the 3% COLA increase for staff. Second Mark Bashara. Unanimous
A roll call vote to accept budget as proposed.

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6.) The Board reviewed a separation agreement for Kyle Johnson, Town of Williamstown, a former member of the Berkshire County Retirement System. The separation agreement was reviewed by the Board and the Board determined with advice from legal counsel that they were not able to grant creditable service after the separation date of January 15, 2021, since Mr. Johnson was no longer performing any services in the town of Williamstown it cannot be considered "regular compensation". A motion was made by Paul Lisi, Jr. to grant creditable service until January 15, 2021, Mr. Johnson would be a member inactive after that date. Second Mark Bashara. Unanimous

A roll call vote to approve granting creditable service until January 15, 2021, then classify as member inactive.

7.) The Board reviewed a hiring plan for the staff position in the retirement office. The Board reviewed a job description for posting the open position. Paul Lisi Jr. made a request for several changes: include 3-5 years of commensurate experience, allow applicants to mail in a resume and cover letter and add perform any other duties as assigned by the director. The Board also requested that the salary range be included in the job posting and determined the salary range would be \$52,000-\$60,000. The deadline for application is February 1, 2021 or until job has been filled. The Board reviewed the timeline for hiring the new employee and agreed that we should have someone selected by March 15, 2021. The job will be posted in the Berkshire Eagle newspaper and website, Mass. Municipal Assoc. website only, PERAC website and Masshire.com website. A motion was made by Paul Lisi Jr. to approve the hiring plan as presented second by Mark Bashara. Unanimous.

A roll call vote to approve hiring plan as presented.

INVESTMENTS:

8.) The Board received from PRIT a statement of performance for November 2020. The PRIT Fund returned 6.08% for the month of November.

A roll call vote to note the record. **Unanimous**

BANK STATEMENTS:

9.) The Board received the bank statements for Nov 2020 and the budget for Dec 2020.

Note: copies of cashbooks for November 2020 were emailed to each Board member prior to the meeting.

A roll call vote to note the record. **Unanimous**

MONTHLY WARRANTS:

10.) The Board approved payment vouchers:

12-01-20	\$1224.94
12-02-20	\$10,007.25
12-03-20	\$1,494,583.96
12-04-20	\$56,060.92

A roll call vote to approve payments as presented. **Unanimous**

REQUESTS FOR RETIREMENT:

11) The Board approved the application for superannuation retirement from Jaimy Messana, Lee, Land Use Clerk. The retirement will be effective 11/04/2020.

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The Board approved the application for superannuation retirement from Nancianne Dilego-Heath, SBRSD, ESP. The retirement will be effective 11/20/2020.

The Board approved the application for superannuation retirement from Cathyjo Willig, SBRSD, Cook/Cashier. The retirement will be effective 12/22/2020.

The Board approved the application for superannuation retirement from Denise Gregoire, Berkshire County Retirement Board, Retirement Coordinator. The retirement will be effective 01/22/2021.

The Board approved the application for superannuation retirement from Jeffrey Roosa, Lee, Police Chief. The retirement will be effective 01/15/2021.

The Board approved the application for superannuation retirement from Steven Sweet, Williamstown, Highway Dept. The retirement will be effective 01/22/2021.

The Board approved the application for superannuation retirement from Angel Rote, SBRSD, Principal Secretary. The retirement will be effective 01/29/2021.

A roll call vote to approve retirements as presented. Unanimous

MEMBER TRANSFERS OUT OF SYSTEM:

12.) There were no requests for transfers in the month of December.

REQUEST FOR SERVICE BUYBACK:

13.) Kristopher McDonough, a member in Egremont, is eligible to buy back 1 year and 7 months of prior creditable service. If Mr. McDonough pays \$5,464.84 into the annuity savings fund by January 31, 2021, the Board will grant 1 year and 7 months of creditable service.

A roll call vote to approve the buybacks as presented. Unanimous

REQUESTS FOR REFUNDS:

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

Julie Hannum	Sheffield	\$1,513.46
Karen Lindquist	Sheffield	\$40,984.23
Mark Ostrander	BHRSD	\$14,651.20

Deductions after retirement:

Jaimy Messana	Lee	\$14.17
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A roll call vote to approve the refund as presented. Unanimous

INJURY REPORTS:

15.) There were no injuries reported in the month of December.

NEW MEMBER APPLICATIONS:

7173	DEAN PARISE, JR	Gt Barrington	10/5/2020	LABORER	1
7174	KRISTINE D TRITES	MGRSD	12/4/2020	PARA	1
7175	BRIANNA L FITZGERALD	LEE	11/9/2020	PARA	1

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7176	ABIGAIL P MARSH	BHRSD	10/26/2020	PARA	1
7177	WILLIAM J SMITH	BHRSD	11/9/2020	PARA	1
7178	BENJAMIN W GILOOLY	MGRSD	11/24/2020	PARA	1
7179	DEBORAH M PEDERCINI	LEE HOUSING	11/16/2020	EXEC DIRECTOR	1
7180	STEPHANIE M DISBROW	BCRHA	11/23/2020	COUNSELOR	1
7181	ERIN R FITZGERALD	BCRHA	11/17/2020	COUNSELOR	1
7182	NOAH H BARNES	BCRHA	11/16/2020	CASE COORD	1
7183	MATTHEW W MAFFUCCIO	LENOX	12/8/2020	PROG COORD	1
7184	MICHELLE M FILIAULT	MGRSD	12/4/2020	PARA	1
7185	SANDRA S HAIGH	BCRHA	11/30/2020	SVC COORD	1
7186	DEENA L CASWELL	SHEFFIELD	12/7/2020	LIBRARY DIR	1
7188	GARRET C WOOD	WILLIAMSTOWN	11/30/2020	HWY OPERATOR	1
7189	ROCIO CARRERA	WILLIAMSTOWN	11/23/2020	LIBRARY ASST	1

A roll call vote to approve new members as presented. Unanimous

RETIREMENT ALLOWANCE APPROVALS:

17.) The Board received approval from PERAC to grant a retirement allowance to Jane Wright, SBRSD, as of as of 10/19/2020. Annual pension amount is \$19,347.00.

A roll call vote to note the record. Unanimous

3(8)c REIMBURSEMENTS:

18.) There were no 3(8)c reimbursements requests for the month of December.

PERAC CORRESPONDENCE:

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

- #34/2020 COLA for dependent allowances
- #35/2020 Post Retirement work waiver
- #36/2020 2020 Disability Data
- #37/2020 Board Training Schedule 1st quarter 2021
- #38/2020 Gomes decision

Note: copies of memorandums and letters given to each Board member

TRAVEL & EDUCATION APPROVALS:

20.) There are no travel requests for the month of December.

MISCELLANEOUS CORRESPONDENCE:

- a.) The Board is in receipt of the FY 2022 annual appropriation. The required fiscal appropriation for FY22 is \$11,680,000.
- b.) Board is notified of the motion for a summary decision S. Pratt v. BCRS
- c.) The Board is notified that Karen Williams was re-elected to a three-year term on the Berkshire County Retirement board beginning January 1, 2021
- d.) PERAC webinar on recent cases of interest
- e.) PRIM Investor Advisory Council meeting 12/10/2020
- f.) PERAC pension news 12/2020.
- g.) MASS Prim - PRIT CAFR FY2020

The next regular board meeting is scheduled for Wednesday, January 27, 2020 at 9:00am.

A roll call vote to adjourn at 10:22 am. Unanimous

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RESPECTFULLY SUBMITTED:

Sheila LaBarbera, Executive Director

APPROVED BY:

Michael Ovitt, Chairman

Mark Bashara, Elected Member

Karen Williams, Elected Member

Paul A. Lisi, Jr., Advisory Council Member

Beth Matson, 5th Member Appointed