

Berkshire County Retirement Board Meeting
July 26, 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, Michael Ovitt, Chairman, Gerald Doyle Jr., Appointed Member, Mark Bashara, Elected Member and Paul A. Lisi, Jr., Advisory Board Member. Peter Menard Elected Member was absent.

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 June 28, 2017, were signed and approved.

Voted to approve the minutes.

NEW BUSINESS:

2.) The Board will conduct 91A hearings for two disability retirees who have not completed their annual statement of earned income. Richard Campeglia, Jr. from the town of Sheffield and Harry Embry, Jr. from the town of Florida have failed to submit their Annual Statement of Earned Income from 2016 to PERAC. The hearing will determine if either retiree has good cause for failure to file, if the board determines the retirees have not shown good cause their pensions are terminated until completed statements for 2016 are submitted to the Commission.

Hearing for Richard Campeglia, began @ 9:02am

PERAC submitted a release for Mr. Campeglia he was now in compliance with the 91A Annual Earned Income Statement on July 25, 2017.

Gerald Doyle, Jr. made a motion to dismiss the hearing second Paul Lisi, Jr. Unanimous.

Voted to dismiss hearing.

Hearing for Harry Embry, Jr. began @ 9:05am

Mr. Harry Embry Jr. was in attendance for the hearing and introduced himself to the Board members. Chairman Ovitt reviewed with Mr. Embry and the Board members the reasons the 91A hearing was convened as directed by our governing agency PERAC. PERAC sent three notices to Mr. Embry asking for his 2016 Annual Statement of Earnings and has yet to comply. Chairman Ovitt asked Mr. Embry to provide the Board with the details regarding his noncompliance as the Board has been charged with determining if Mr. Embry can show good cause for his non-compliance. Mr. Embry stated that a family member had prepared his tax return for 2016, the family member then experienced significant personal problems and left the area. Mr. Embry did not have access to a computer to retrieve copies of his 2016 return, it took him until July 25, 2017, to track down the family member and travel to their new location. Mr. Embry was able to get copies of his 2016 return and brought the copies to the hearing for the Board to review. Mr. Embry did not have the required 91A form issued by PERAC to complete his annual statement of earnings for 2016. Mr. Lisi said that he recognizes and sympathizes with the difficulties Mr. Embry and his family member have had over the last several month however Mr. Embry has been retired for 10 years and is familiar with the annual required reporting procedures. Mr. Lisi noted that Mr. Embry lacked good cause for his noncompliance and made a motion to terminate his pension immediately and the termination continues until the 91A statement is completed. No second. Mr. Lisi withdrew his motion. A new motion was made by Mr. Lisi, still noting that Mr. Embry

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lacked good cause for his noncompliance, made a motion that Mr. Embry had until August 11, 2017 to submit his annual statement of earned income to PERAC or his August pension payment and any future pension payments would be terminated until he complied with the required 91A reporting. Second Gerald Doyle Jr., Unanimous.

Voted to Terminate pension if Annual Statement of Earned Income is not submitted to PERAC by August 11, 2017.

Hearing ended at 9:20am

3.) The Board received the recent DALA decision regarding Bartini v. Berkshire County Retirement Board. The decision of the Berkshire County Retirement Board refusing to process the petitioner's application for accidental disability retirement benefits was affirmed by DALA on July 12, 2017. The petitioner has the right to appeal this decision to CRAB within the next 15 days.

Voted to note the record.

4.) The Board received the completed January 2017 actuarial report for the Berkshire County Retirement System. The Berkshire County Retirement System maintained a funded ratio of 82.8%. The Board adopted a 7.25 investment rate assumption and the appropriation schedule increases at 4.7% annually with a final amortization payment in FY28.

Voted to approve the valuation as presented.

5.) The Board was asked to approve the expense for reorder of Berkshire County Retirement pens for retirees. An updated quote with lesser quantities was requested but the vendor did not supply the quotes in time for the Board meeting. A second request will be made and the Board can review the costs in August.

Voted to table the request.

INVESTMENTS:

6.) The Board received from PRIT a statement of performance for June 2017. The PRIT Fund returned 1.10% for the month of June.

Voted to note the record.

BANK STATEMENTS:

7.) The Board received the bank statements for June 2017 and the budget for July 2017. The Board members had several questions regarding the cash books and if they would get them every month with their emailed agenda. The auditors requested that Board members receive a copy every month so copies will be emailed with agenda monthly.

Note: copies of cash books for May 2017 and June 2017 were emailed to each Board member prior to the meeting.

Voted to note the record.

MONTHLY WARRANTS:

8.) The Board approved payment vouchers:

06-05-17	\$3,576.95
07-01-17	\$18,665.75
07-02-17	\$176,210.73
07-03-17	\$18,900.26

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07-04-17

\$2,655.00

Paul Lisi, Jr. had several questions regarding a receipt for tolls on travel expense voucher 07-03-17. The receipts will be submitted. Michael Ovitt abstained from voting on this warrant. Paul Lisi also requested we investigate a tax exempt card for Target so that taxes are not paid on office supply purchases.

Voted to approve payments as presented.

REQUESTS FOR RETIREMENT:

9.) The Board approved the application for superannuation retirement from Robert Nason, Lee, Town Manager, Group 1, age 71 with 40 years and 4 months of creditable service and chose Option A. The retirement will be effective June 30, 2017.

The Board approved the application for superannuation retirement from Tolitha Hankey, SBRSD, Custodial Supervisor, Group 1, age 65 with 16 years and 1 months of creditable service and chose Option A. The retirement will be effective July 18, 2017.

The Board approved the application for superannuation retirement from Walter Cummings, Peru, Truck Driver, Group 1, age 57 with 21 years and 4 months of creditable service and chose Option B. The retirement will be effective July 28, 2017.

The Board approved the application for superannuation retirement from Katherine Hoag, Dalton, Asst. Librarian, Group 1, age 65 with 31 years of creditable service and chose Option B. The retirement will be effective September 23, 2017.

Voted to approve the retirements as presented.

REQUEST FOR SERVICE BUYBACK:

10.) There are no requests for service buybacks in the month of July.

MEMBER TRANSFERS OUT OF SYSTEM:

11.) The Board approved the notice of transfer of the account of Alan Christiansen, a member in MGRSD/Richmond to the State Retirement Board. The Berkshire County Retirement Board will accept liability for 28 years and 11 months of creditable service. The amount of the transfer is \$82034.14.

The Board approved the notice of transfer of the account of Erin Jennings, a member in Williamstown to the Teacher's Retirement Board. The Berkshire County Retirement Board will accept liability for 4 years and 10 months of creditable service. The amount of the transfer is \$7948.98.

The Board approved the notice of transfer of the account of Sarah McLeod Tracy, a member in FRRSD to the Teacher's Retirement Board. The Berkshire County Retirement Board will accept liability for 4 years and 7 months of creditable service. The amount of the transfer is \$9194.49.

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The Board approved the notice of transfer of the account of Sharon Kokoefer, a member in Lanesboro to the Teacher's Retirement Board. The Berkshire County Retirement Board will accept liability for 4 years and 9 months of creditable service. The amount of the transfer is \$39275.68.

The total amount of creditable service calculated and transferred for Ms. Kokoefer was determined per the Berkshire County Retirement System supplemental regulation for the proration of service that falls under 20 hours per week. Ms. Kokoefer was always employed at 19.5 hrs. per week in the town of Lanesboro. Ms. Kokoefer never met the membership requirements for the Berkshire County Retirement System and her enrollment was in error. Since she never met the 20 hr. per week requirement for full time service the transfer of service is subject to proration as per our regulation.

Voted to approve transfers as presented.

REQUESTS FOR REFUNDS:

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

Melissa Lanoue	Lee	\$14,074.71
Ginni Ranzoni	MGRSD	\$21,628.32
Jasmine Robinson	Clarksburg	\$2,054.41

Voted to approve refunds as presented.

NEW MEMBER APPLICATIONS:

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

6690	STEPHANIE M WAGAR	MGRSD	7/1/2017	HR SPECIALIST	1
6691	CLAUDIA A RYAN	RICHMOND	7/13/2017	ADMIN ASST	1
6694	BRADLEY W BOISSEAU	PERU	6/6/2017	LABORER	1
6728	JOSHUA D THOMAS	DALTON FIRE	11/14/2016	FIREFIGHTER	4

Mr. Thomas is a resubmission his group classification was in correctly listed as group 1.

Voted to approve new members as presented.

RETIREMENT ALLOWANCE APPROVALS:

14.) There were no retirement allowance approvals for the month of July.

INJURY REPORTS:

15.) There were no reported injuries for the month of July.

3(8)c REIMBURSEMENTS:

16.) There were no 3(8)c reimbursements for the month of July.

TRAVEL & EDUCATION APPROVALS:

17.) The Board approved the travel expense for three staff to attend PERAC Administrator & Staff training on August 10, 2017 in Northampton ,MA.

Voted to approve travel expense for 3 staff members to attend training.

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18.) The Board approved the travel expense for two staff and 4 Board members to attend the Emerging Issues Conference on September 14, 2017 at Holy Cross College in Worcester, Ma
Voted to approve travel expense for 2 staff and 4 board members to attend conference.

19.) The Board approved the travel expense for three staff and 5 Board members to attend the MACRS Fall conference October 2017 in Springfield ,MA.
Voted to approve travel expense for 3 staff and 5 board members to attend conference.

20.) The Board is asked to approve the travel expense for Sheila LaBarbera to attend the PPAG meeting at PERAC on September 19, 2017 in Somerville, MA.
Voted to approve travel expense for 1 staff to attend PPAG meeting.

PERAC CORRESPONDENCE:

21.) The Board received from PERAC the following memorandums:
#21/2017 Mandatory Retirement Board Training 3rd Quarter 2017
#22/2017 Prosper and legal review of Disabilities
#23/2017 MTRS Ch. 32, 32 3(8)c reimbursements

Note: copies of memorandums and letters given to each Board member
Voted to note the record.

MISCELLANEOUS CORRESPONDENCE:

- a.) MIAA renewal schedules.
- b.) Letter from Brockton Board requesting attorney access to PROSPER.
- c.) Copy of Southbridge Retirement Board supplemental regulation regarding nonpayment of Board Stipend after 3 excused absences.

The next regular board meeting is scheduled for Wednesday, August 30, 2017 at 9:00am.

Voted to adjourn at 10:10am.

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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