

Berkshire County Retirement Board Meeting
June 28, 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, Paul A. Lisi, Jr., Advisory Board Member and Peter Menard Elected Member.

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 May 31, 2017, were signed and approved.
Voted to approve the minutes.

NEW BUSINESS:

2.) The Board reviewed a job description that contains multiple group classifications. The Board engaged in a lengthy discussion regarding the ability of the Board to determine the appropriate group classification for a job description that contains essential job functions that fall into different group classifications. The job description did not have parameters that would help differentiate essential duties of each job like the number of hours worked or different rates of pay. After debate Paul A. Lisi, Jr. made a motion to refer the multiple group classification issue to PERAC's General Counsel for an official ruling. Second by Mark Bashara, Unanimous.

Voted to ask PERAC for a legal opinion regarding multiple group classification.

INVESTMENTS:

3.) The Board received from PRIT a statement of performance for May 2017. The PRIT Fund returned 1.40% for the month of May.

Voted to note the record.

BANK STATEMENTS:

4.) The Board received the bank statements for May 2017 and the budget for June 2017.

Voted to note the record.

MONTHLY WARRANTS:

5.) The Board approved payment vouchers:

06-01-17	\$18665.75
06-02-17	\$6477.08
06-03-17	\$39611.79
06-04-17	\$1220019.45

Voted to approve payments as presented.

REQUESTS FOR RETIREMENT:

6.) The Board approved the application for superannuation retirement from Barbara Roraback, Sheffield, Asst. Treasurer/Collector, Group 1, age 70 with 35 years and 10 months of creditable service and chose Option B. The retirement will be effective August 18, 2017.

Berkshire County Retirement Board Meeting
June 28, 2017

The Board approved the application for superannuation retirement from Debra Blackwell, Alford, Town Admin. Asst., Group 1, age 62 with 29 years and 4 months of creditable service and chose Option B. The retirement will be effective August 31, 2017.

Voted to approve the retirements as presented.

REQUEST FOR SERVICE BUYBACK:

7.) Christine Warfield, a member in Richmond, is eligible to buy back 1 year and 7 months of prior creditable service. If Ms. Warfield pays \$4258.01 into the annuity savings fund by July 31, 2017, the Board will grant 1 year and 7 months of creditable service.

Voted to approve the buybacks as presented. *Paul A. Lisi, Jr. Abstained.*

MEMBER TRANSFERS OUT OF SYSTEM:

8.) The Board approved the notice of transfer of the account of Katherine Zahn, a member in Richmond to the Pittsfield Retirement Board. The Berkshire County Retirement Board will accept liability for 7 years and 5 months of creditable service. The amount of the transfer is \$25516.68.

Voted to approve transfers as presented. *Paul A. Lisi, Jr. Abstained.*

REQUESTS FOR REFUNDS:

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

Amy Millis	Lenox	\$13599.06
Ashley Nettleton	BHRSD	\$1143.47
Miguel Santana	West Stockbridge	\$2698.00

Voted to approve refunds as presented.

NEW MEMBER APPLICATIONS:

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

6359	KYLE E. PETTIBONE	OTIS	5/25/2017	HIGHWAY	1
6639	MATTHEW F. WILLIAMS	LENOX	5/26/2017	FIRE/EMT	1
6767	BRIAN H. HOSKEER, JR	SHEFFIELD	4/19/2017	HWY LABORER	1
6768	CHRISTIAN J. WOHLFERT	SHEFFIELD	4/18/2017	HWY LABORER	1
6776	MARILYN R. ROBILLARD	SHEFFIELD	5/8/2017	ASST Treas/Coll	1
6775	JOHN H. RIISKA	BHRSD	5/11/2017	CUSTODIAN	1
6777	MELISSA J. CRANE	RICHMOND	5/17/2017	CUSTODIAN	1
6778	JACQUELINE N. DAWSON	GT Barrington	5/8/2017	ADMIN ASST	1
6779	MATTHEW KOLLMER	GT Barrington	5/8/2017	Asst Bldg Inspector	1
6780	SANDRA J. LaFRANCE	DALTON	5/30/2017	ASST TREAS	1
6781	SHAUNA L. SLATER	STOCKBRIDGE	6/19/2017	PATROL OFFICER	4
6782	ROBERT M MILLER	SBRSD	6/5/2017	CUSTODIAN	1

Voted to approve new members as presented.

The Application for membership for Matthew Williams was accepted by the Board because was already a member in the Town of Lee. The determination regarding his group classification will be made at a later date based on a legal opinion from PERAC.

Berkshire County Retirement Board Meeting
June 28, 2017

RETIREMENT ALLOWANCE APPROVALS:

11.) The Board received approval from PERAC to grant a retirement allowance to James Kupernik, as of March 17, 2017. Becket

	Member	Beneficiary
Annuity	\$6200.28	\$4133.52
Pension	\$12993.12	\$8662.08
Yearly	\$19193.40	\$12795.60
Monthly	\$1599.45	

The Board received approval from PERAC to grant a retirement allowance to Stephen Parsons, as of March 31, 2017. Great Barrington

	Member	Beneficiary
Annuity	\$9636.12	\$6424.08
Pension	\$29432.52	\$19621.68
Yearly	\$39068.64	\$26045.76
Monthly	\$3255.72	

The Board received approval from PERAC to grant a retirement allowance to Joseph Mechare, as of April 3, 2017. Becket

	Member	Beneficiary
Annuity	\$5372.28	\$3581.52
Pension	\$10940.76	\$7293.84
Yearly	\$16313.04	\$10875.36
Monthly	\$1359.42	

The Board received approval from PERAC to grant a retirement allowance to Peter Lefebvre, as of April 7, 2017. Cheshire

	Member	Beneficiary
Annuity	\$10268.28	
Pension	\$37149.24	
Yearly	\$47417.52	
Monthly	\$3951.46	

Voted to note the record.

INJURY REPORTS:

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

Danielle Tenneson – MGRSDs- 6/1/17 – lost time

Voted to note the record.

3(8)c REIMBURSEMENTS:

13.) There are no 3(8)c reimbursements for the month of June.

PERAC CORRESPONDENCE:

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

#18/2017 Tobacco Company List
#19/2017 Prosper System Changes

Berkshire County Retirement Board Meeting
June 28, 2017

#20/2107 Application of new public records Law

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

Voted to note the record.

MISCELLANEOUS CORRESPONDENCE:

- a.) Sheila LaBarbera will attend the PPAG meeting in Somerville on Sept 19, 2017.
- b.) Email from John Parsons regarding Thomas Barnaby's over earnings in Windsor.
- c.) PRIM maintenance balance election form FY18.
- d.) The Board is notified that PERAC will begin their audit on June 27, 2017 for the period 1/1/13 thru 12/31/16.
- e.) The Board is notified that MelansonHeath will begin their audit on August 14, 2017, for the period of 1/1/16 thru 12/31/16.

The next regular board meeting is scheduled for Wednesday, July 26, 2017 at 9:00am.

Voted to adjourn at 9:50am.

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