

Berkshire County Retirement Board Meeting
November 28, 2018

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, Mark Bashara, Elected Member, Karen Williams, Elected Member and Paul A. Lisi, Jr., Advisory Board Member. Gerald Doyle Jr., Appointed Member by phone.

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 October 31, 2018, were signed and approved.

Voted to approve the minutes.

NEW BUSINESS:

2.) The Board reviewed the selection of an RFP candidate to provide legal services (MGL Chapter 32) to the Berkshire County Retirement Board. Murphy Hesse Toomey & Lehane, Michael Sacco and Thomas Gibson are the three candidates considered for selection. The Board discussed the results from the telephone interviews conducted in October. The Board felt all of the candidates had the capability to represent the Berkshire Board well. The Board discussed Michael Sacco's interview and felt that his representation of 52 Board while impressive held the potential for future conflicts and also questioned his ability to dedicate the time required to represent the Berkshire Board while representing so many MA retirement systems, they also questioned the hourly fee for travel at \$250 per hr. The Board then discussed Katherine Hesse's (Toomey Hesse Murphy & Lehane) interview. Attorney Hesse's experience especially representing Counties was impressive. Attorney Hesse also had some work experience with the Town of Stockbridge her representation was successful for the Town, but Karen Williams reported that the Town's impression of her overall performance was mixed. The Board then discussed Tom Gibson's interview and felt that Tom Gibson's phone interview was impressive and his extensive experience with MGL Ch. 32, County Government and Retirement Systems set him apart from the other candidates. The Board discussed his fee structure and felt it was fair; no cost for travel but the hourly rate did increase by \$25 per hour for appearances such as Court, DALA or board meetings. The Board members decided that they would select Tom Gibson as the finalist and ask him to come in for an in person interview. Paul Lisi Jr. made a motion to select Tom Gibson as the finalist and set up a final interview, second Mark Bashara. Unanimous.

Voted to approve Tom Gibson as the finalist and set up a final interview.

3.) The Board reviewed the selection of an RFP candidate to provide legal services (personnel policy) to the Berkshire County Retirement Board. Murphy Hesse Toomey & Lehane and Elisabeth Goodman are the two candidates considered for selection. After review and discussion regarding the phone interviews both candidates were very qualified for the personnel work. The board discussed the differences in each proposal Murphy, Hesse; Toomey & Lehane's proposal required more hours for completion of the personnel project than Attorney Goodman's proposal, so while the hourly rates were about the same the cost was less for Attorney Goodman. The Board also discussed each candidates experience with retirement systems and municipal personnel policies and felt both candidates were well qualified. Gerald Doyle, Jr made a motion to select Attorney Goodman as the finalist and set

Berkshire County Retirement Board Meeting
November 28, 2018

up a final interview second by Karen Williams. Four in favor, Gerald Doyle, Jr. left the meeting before the vote for medical reasons.

Voted to approve Attorney Elisabeth Goodman as the finalist and set up a final interview.

4.) The Board will review and approve the proposed 2019 annual budget for the Berkshire County Retirement System. The Board received a proposed 2019 budget in the amount of \$546,460.00. The Board members reviewed each budget line item against the 2018 budget. The budget increases and decreases in each line item were discussed. Mr. Ovitt asked about the increase in the budgeted amount for the Board stipend as the \$2400.00 (\$600 X 4) increase was only calculated for the Board members receiving \$3000.00 stipend, not the Chairman's stipend. Mr. Ovitt also asked that a detailed line item budget with the backup for each expense item be submitted to the Board at the December meeting. The Board had several questions regarding the increase in the fees paid to PTG our core software provider and the proposed addition of a remote deduction posting module and a scan module. The Board was not opposed to including the items in the budget but wanted to review and approve that expenditure in February of 2019.

Paul Lisi Jr. made a motion to approve the budget for 2019 at \$546,460.00, second Mark Bashara. Unanimous.

Voted to approve 2019 budget at \$546,460.00.

INVESTMENTS:

5.) The Board received from PRIT a statement of performance for October 2018. The PRIT Fund returned -4.24% for the month of October.

BANK STATEMENTS:

6.) The Board is in receipt of the bank statements for October 2018 and the budget for November 2018.

Note: copies of cashbooks for October 2018 were emailed to each Board member prior to the meeting.

MONTHLY WARRANTS:

7.) The Board approved payment vouchers:

11-01-18	\$3,421.74
11-02-18	\$19,374.75
11-03-18	\$5,373.59
11-04-18	\$2,968.44
11-05-18	\$30,301.00

Voted to approve payments as presented.

REQUESTS FOR RETIREMENT:

8.) There are no requests for retirements in the month of November.

REQUEST FOR SERVICE BUYBACK:

9.) Justin Russell, a member in Dalton, is eligible to buy back 1 year and 3 months of prior creditable service. If Mr. Russell pays \$7928.01 into the annuity savings fund by December 31, 2018, the Board will grant 1 year and 3 months of creditable service.

Buyback of a refund.

Berkshire County Retirement Board Meeting
November 28, 2018

Kelli Robbins, a member in Lanesboro, is eligible to buy back 8 years of prior creditable service. If Ms. Robbins pays \$29843.87 into the annuity savings fund by December 31, 2018, the Board will grant 8 years of creditable service. **Buyback of a refund.**

Raymond Ellsworth, a member in Stockbridge, is eligible to buy back 3 years of military Service through Chapter 71 of the Acts of 1996, as amended by Chapter 468 of the Acts of 2002, veteran's buyback. If Mr. Ellsworth pays \$12103.80 into the annuity savings fund the Board will grant 3 years of creditable service.

Voted to approve the service buybacks as presented.

MEMBER TRANSFERS OUT OF SYSTEM:

10.) The Board approved the notice of transfer of the account of Nico Amuso, a member in Lanesboro to the Pittsfield Retirement Board. The Berkshire County Retirement Board will accept liability for 6 months of creditable service. The amount of the transfer is \$1,407.11.

Voted to approve transfers as presented.

NEW MEMBER APPLICATIONS:

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

6865	NEESHA M DOLAN	FARMINGTON	9/13/2018	PARA	1
6867	KELSEY J HOSLEY	RICHMOND	9/6/2018	PARA	1
6868	TAMARA R LEWIS	MGRSD	9/14/2018	PARA	1
6874	JEANNE Y SCHNEID	CBRS	10/4/2018	KITCHEN SUPV	1
6875	JUSTINE M GOONAN	CBRS	10/18/2018	PARA	1
6876	STEVEN C IERONIMO	BHRSD	10/15/2018	CUSTODIAN	1
6877	JUDITH M MILLER	LENOX	10/26/2018	PARA	1
6878	KRISTINA M WADSWORTH	MGRSD	10/26/2018	ADMN ASST	1
6879	JUSTIN H OLANSKY	WILLIAMSTOWN	10/22/2018	EQUIP OPERATOR	1
6880	CAROL KEUMA-HIPWELL	RICHMOND	10/18/2018	CAFETERIA	1
6881	RYAN D BLESSING	DALTON FIRE	10/11/2018	OPERATOR/LABOR	1
6882	Donald W FRIGON-LAWRENCE	BHRSD	10/15/2018	CUSTODIAN	1
6883	ANTHONY M DUPRAT	WILLIAMSTOWN	10/25/2018	DISPATCHER	1
6886	MARLENE E WALSH	LEE HOUSING	11/5/2018	EXEC DIRECTOR	1

Voted to approve new members 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)

Karen Fischer	BHRSD	\$515.99
Richard Menegio	Richmond	\$18841.11
Stacey Miller	SBRSD	\$567.22
Maricelli Torres	MGRSD	\$4,116.87
Monica Pelopida	SBRSD	\$2,799.73

Voted to approve refunds as presented.

Berkshire County Retirement Board Meeting
November 28, 2018

INJURY REPORTS:

13.) There was an injury reported in the BHRSD for the month of September.

RETIREMENT ALLOWANCE APPROVALS:

14.) The Board received approval from PERAC to grant a retirement allowance to Jeffrey Waite, Becket as of September 14, 2018. Annual pension amount is \$16,866.00.

The Board received approval from PERAC to grant a retirement allowance to Edward Shaw, BHRSD as of September 21, 2018. Annual pension amount is \$10,149.84.

The Board received approval from PERAC to grant a retirement allowance to Owen Buck, Savoy as of September 21, 2018. Annual pension amount is \$33,284.16.

3(8)c REIMBURSEMENTS:

15.) The Board received a letter from PERAC ordering the Berkshire County Retirement Board through the provisions of MGL Sec 3(8)(c) to reimburse the State Retirement Board \$346.24 a year toward the retirement allowance of Marion Grant.

TRAVEL & EDUCATION APPROVALS:

16.) The Board approved the travel expense for Sheila Labarbera to attend the PRIM Advisory Council meeting on December 7, 2018 in Boston, MA.

Voted to approve travel expense as requested.

PERAC CORRESPONDENCE:

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

#32/2018 Procurement

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

MISCELLANEOUS CORRESPONDENCE:

- a.) Copy of the Berkshire District Court hearing notice scheduled for 12/27/2018 at 2pm. Board Counsel Christopher Connolly will appear if necessary.
- b.) Letter from Christopher Connolly regarding the worker's comp offset for Owen Buck.
- c.) Letter from PERAC and Joseph Connerton announcing his retirement and thanking Sheila LaBarbera for her many years of service on the PPAG Advisory Committee.

The next regular board meeting is scheduled for Wednesday, December 26, 2018 at 8:30am.

Voted to adjourn at 11:00am.

Berkshire County Retirement Board Meeting
November 28, 2018

RESPECTFULLY SUBMITTED:



Sheila LaBarbera, Executive Director

APPROVED BY:



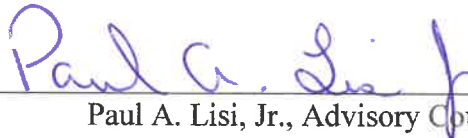
Michael Ovitt, Chairman



Mark Bashara, Elected Member



Karen Williams, Elected Member



Paul A. Lisi, Jr., Advisory Council Member



Gerald Doyle, Jr., Appointed Member