

Berkshire County Retirement Board Meeting  
July 21, 2021

**The meeting of the Berkshire County Retirement Board was called to order at 8:33 A.M. in the Berkshire County Retirement Office, located at 29 Dunham Mall, Pittsfield, MA. Present at the meeting were Karen Williams, Elected Member, Mark Bashara, Elected Member, Beth Matson Appointed member and Paul A. Lisi, Jr., Advisory Board Member. Chairman Michael Ovitt was absent. A roll call vote was taken to open the meeting. The vote was unanimous.**

When the meeting opened there were no members of the public attending the meeting or who had connected remotely.

**NEW BUSINESS:**

1.) The Board will conduct interviews for the open position in the Berkshire County Retirement Office. There are three candidates scheduled to be interviewed.

Paul Lisi Jr, opened the meeting and served as the facilitator of the meeting in the absence of the Chairman, Michael Ovitt. Board member questions were prepared in advance and Paul Lisi Jr. reviewed the order in which the questions would be asked, he reminded the Board members that each applicant should be asked the same questions.

At 8:33am the first candidate arrived at the meeting, they were asked about the option of executive session and requested the interview be conducted in executive session.

**EXECUTIVE SESSION:**

Once executive session was requested, there was a motion made by Mark Bashara to convene In executive session, then return to a public meeting, for Purpose #8, of the Open Meeting Law - To consider or interview applicants for employment and determined that an open meeting will have a detrimental effect in obtaining qualified applicants. The motion was seconded by Beth Matson.

**A roll call** vote was taken to enter into executive session. The vote was unanimous.

**The remote meeting was locked and there were no members from the public signed into the meeting.**

The Board returned to regular session at 9:10am

**The meeting was unlocked.**

The Board discussed the one question they had for the final two candidates and Beth Matson posed the question What changed since the original interview and why should the Board consider you the second time? Paul Lisi asked if Beth Matson would ask the question to the candidates and she agreed.

At 9:26am Melanie Medon arrived at the meeting, she was asked about the option of executive session and declined the Board met in regular session. Melanie Medon was introduced to all of the Board Members. Paul Lisi detailed how the interview would be conducted.

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Beth Matson –asked What changed since the original interview and why should the Board consider you the second time?

Melanie stated that back in April when she withdrew she lacked the transportation necessary for her children, but her son has since gotten his driver's license so that situation has changed for the better. Also family members are now vaccinated for COVID so they can help with transportation and child care. It was a difficult decision to with draw but felt she needed to do that at that time.

Paul Lisi noted that since Melanie did not participate in the final interview if Board members had additional questions there was time left to ask more questions. Melanie and the board members agreed to continue.

Sheila LaBarbera – Could you tell us what information you have recently learned or discovered about this job? And how did you acquire or research this? Melanie learned through her interactions in the North Adams treasurer's office and as employees retired in North Adams.

Beth Matson – What do you find interesting about the job and what skills could you bring to it? Her position in Heath she interacts with the franklin County Retirement Boardshe enjoys reconciling reports. In the treasurer's office she enjoys auditing the insurance reconciliations and preparing the payroll records for the retirement office, she feels she has the skills to pay attention to details.

Mark Bashara what is your interpretation of integrity? Not letting your feelings show and always keeping it professional.

Paul Lisi- How are you motivated? I want to be proud of my work and I want to learn more. Working in North Adams she learned to identify the whole picture on how things work together better. As she worked in several offices that is how she ended up in the treasures office.

Karen Williams – What is your ideal work environment? Do you prefer a team or work alone? She like both as a team and individual. The office is busy but there are times when being alone in the office allows her to accomplish more. She prioritizes her own work she is very organized. The office is open to the public so it's very busy and each month is different so it interesting.

Sheila LaBarbera –What interests you about this job and how do you feel you can contribute? She like numbers and is a numbers person. Enjoys analyzing the numbers and there is not a lot of opportunity for growth in North Adams so looking outside employment to advance.

Paul Lisi asked if Melanie had any questions for the board members she did not, but noted the office was very nice!

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Paul Lisi explained the board will select a candidate at the next Retirement Board meeting on July 28, 2021. Ms. Medon will be notified of the Board decision after April 28, 2021.

At 9:42am the final candidate arrived at the meeting, they were asked about the option of executive session and requested the interview be conducted in executive session.

**EXECUTIVE SESSION:**

Once executive session was requested, there was a motion made by Mark Bashara to convene In executive session, then return to a public meeting, for Purpose #8, of the Open Meeting Law - To consider or interview applicants for employment and determined that an open meeting will have a detrimental effect in obtaining qualified applicants. The motion was seconded by Beth Matson.

**A roll call** vote was taken to enter into executive session. The vote was unanimous.

**The remote meeting was locked and there were no members from the public signed into the meeting.**

The Board returned to regular session at 10:46am.

**The meeting was unlocked.**

Note that a vote was taken while in executive session.

A motion was made by Paul Lisi to recommend offering the retirement coordinator's position to Jill Hersey on April 28, 2021. Second by Beth Matson.

**A roll call** vote was taken to recommend offering the retirement coordinator's position to Jill Hersey. The vote was unanimous.

**A roll call vote to adjourn at 10:46am was Unanimous**