

Berkshire County Retirement Board Meeting
December 28, 2016

The meeting of the Berkshire County Retirement Board was called to order at 9:00 A.M. in the Retirement Office, 29 Dunham Mall, Pittsfield, MA. Present at the meeting, Michael Ovitt, Chairman, Paul A. Lisi, Jr., Advisory Board Member, Gerald Doyle Jr., Appointed Member, Peter Menard Elected Member and Patricia Carlino, Elected Member.

PUBLIC COMMENT:

Members of the public have the opportunity to address the Retirement Board. *No comments.*

MINUTES:

1.) The Board minutes of the meeting held November 30, 2016, were signed and approved.
Voted to approve minutes.

NEW BUSINESS:

2.) PERAC Memo #31 -2011 remote participation. The Board reviewed their rules regarding remote participation in monthly Board meetings. The Board requested that the staff research other Board's supplementary regulations and provide copies of those regulations to the Berkshire Board in January. A motion was made by Paul A. Lisi, Jr. to table until February 2017 meeting, second Patricia Carlino.

Voted to table until February 2017.

3.) The Board reviewed three RFP proposals for leased space for the offices of the Berkshire County Retirement System. The Board reviewed the three proposals and determined that the proposal for 85 East Street did not meet the required terms of providing suitable parking for staff so the proposal was immediately disqualified from consideration.

The Board reviewed the proposal for 279 Dalton Avenue the proposal included higher annual costs - utilities were not included in the monthly rent and a 3% annual increase was applied to the rental payments for the duration of the lease agreement. 279 Dalton Avenue did have some very positive attributes such as free and handicapped parking for staff and membership the building was very well maintained and it also provided complimentary businesses - the current tenants are investment advisors.

The Board reviewed the lease proposal for our current office space at 29 Dunham Mall. The terms of the lease were affordable with a flat rental rate of \$2300 monthly includes all utility costs except telephone/internet for 5 years and a 5 year lease renewal at a flat rate of \$2645. The Board and the staff had a lengthy discussion regarding the inadequate parking situation that exists with our current landlord and the effect of metered parking on the accessibility of parking for our members.

Gerald Doyle Jr. made a motion to approve the proposed lease agreement with Scarafoni Associates second by Patricia Carlino. Paul Lisi Jr. made a motion to include an amendment that would allow for termination of the lease before the five year period expires if parking continues to be unsatisfactory second by Patricia Carlino. The Board agreed to refer the matter to Board counsel Anthony Massimiano to review and advise on the amendment.

Voted to approve a proposed lease agreement from Scarafoni Associates pending an approved amendment for termination of the lease if parking continues to be unsatisfactory. Unanimously approved.

Berkshire County Retirement Board Meeting
December 28, 2016

INVESTMENTS:

4.) The Board received from PRIT a statement of performance for November 2016. The PRIT Fund returned -0.7% for the month of November.

Voted to note the record.

BANK STATEMENTS:

5.) The Board received the bank statements for Nov 2016 and the budget for December 2016.

Voted to note the record.

MONTHLY WARRANTS:

6.) The Board approved payment vouchers:

12-01-16	\$18163.39
12-02-16	\$342.04
12-03-16	\$37496.43

Voted to approve payments as presented.

REQUESTS FOR RETIREMENT:

7.) The Board approved the application for superannuation retirement from Bruce Stringer, Stockbridge, police officer, Group 4, age 60 with 32 years and 1 months of creditable service and chose Option A. The retirement will be effective Jan 7, 2017.

The Board approved the application for superannuation retirement from Mary Crandell, Tyringham, Admin. Asst., Group 1, age 65 with 11 years of creditable service and chose Option B. The retirement will be effective February 2, 2017.

The Board approved the application for superannuation retirement from Sharon Messenger, Dalton, Treasurer, Group 1, age 63 with 33 years and 4 months of creditable service and chose Option C. The retirement will be effective February 3, 2017.

The Board approved the application for superannuation retirement from Lauren Bolio, BCRHA, Program Director, Group 1, age 56 with 11 years and 1 month of creditable service and chose Option B. The retirement will be effective January 20, 2017.

Voted to approve retirement as presented.

REQUEST FOR SERVICE BUYBACKS:

8.) Bonnie Dewkett, a member in CBRSD, is eligible to buyback 3 years and 2 months of prior creditable service. If Ms. Dewkett pays \$7571.18 into the annuity savings fund by January 31, 2017, the Board will grant 3 years and 2 months of creditable service.

Erika Oleson, a member in Clarksburg, is eligible to buyback 4 months of prior creditable service. If Ms. Oleson pays \$2538.77 into the annuity savings fund by February 28, 2017, the Board will grant 4 months of creditable service.

Donna Tyler, a member in Lee, is eligible to buyback 1 year and 3 months of prior creditable service. If Ms. Tyler pays \$2698.85 into the annuity savings fund by January 31, 2017, the Board will grant 1 year and 2 months of creditable service.

Berkshire County Retirement Board Meeting
December 28, 2016

Marion Gennette, a member in Teacher's Retirement, is eligible to buyback 5 years and 5 months of prior creditable service with the Town of Lanesboro. If Ms. Gennette into the annuity savings fund the amount prescribed by the teacher's retirement Board the Berkshire Board will accept liability for 5 years and 5 months of creditable service.

David Waldron, a member in Hinsdale, is eligible to buyback 4 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. Waldron pays \$14560.00 into the annuity savings fund the Board will grant 4 years of creditable service.

Voted to approve service buybacks as presented.

MEMBER TRANSFERS OUT OF SYSTEM:

9.) There are no requests for transfers in the month of December.

REQUESTS FOR REFUNDS:

10.) There are no requests for refunds in the month of December.

INJURY REPORTS:

11.) There are no reported injuries for the month of December.

NEW MEMBER APPLICATIONS:

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

6678	KURT D DEGRENIER	SBRSD	9/15/2016	Dean of Students	1
6679	SARA SALOONEY-LORING	SBRSD	8/24/2016	FOOD SERVICE	1
5549	CHERYL L CARDILLO	SBRSD	11/1/2016	CAFETERIA	1
6718	DANELLE M DUMA	CBRS	10/17/2016	PARA	1
6669	CHERILYN C ZARETSKY	LENOX	8/29/2016	SPED ASST	1
6688	NICOLE M PATELLA	LENOX	9/23/2016	CLERK	1
6697	CHRISTINA M DOHERTY	CLARKSBURG	8/26/2016	TEACHER ASST	1
6698	REBECCA L GAMACHE	CLARKSBURG	8/26/2016	SPED ASST	1
6723	LEA J BARTINI	LEE	11/7/2016	PARA	1
6725	ERICKA M OLESON	CLARKSBURG	11/1/2016	TREASURER	1
6727	ROBERT L GIUMARRO	SBRSD	11/14/2016	SE SUPPORT	1
6728	JOSHUA D THOMAS	DALTON FIRE	11/14/2016	FIREFIGHTER	1
6729	DESERAI M LAMON	WILLIAMSTOWN	12/1/2016	SPED PARA	1
6730	THERESA L ZANETTI	STOCKBRIDGE	11/29/2016	ADM ASST	1

Voted to approve new members as presented.

RETIREMENT ALLOWANCE APPROVALS:

13.) The Board received approval from PERAC to grant a retirement allowance to Joann Elliott, as of September 20, 2016. Williamstown

	Member	Beneficiary
Annuity	\$2414.52	\$1609.68
Pension	\$7007.04	\$4671.36
Yearly	\$9421.56	\$6281.04
Monthly	\$785.13	

Berkshire County Retirement Board Meeting
December 28, 2016

The Board received approval from PERAC to grant a retirement allowance to Lauren Sartori Hobgood, as of October 1, 2016. Gt Barrington

	Member	Beneficiary
Annuity	\$12123.72	\$8082.48
Pension	\$29586.96	\$19724.64
Yearly	\$41710.68	\$27807.12
Monthly	\$3475.89	

The Board received approval from PERAC to grant a retirement allowance to Jane Blanchard, as of October 7, 2016. Lenox

	Member	Beneficiary
Annuity	\$2878.56	\$1919.04
Pension	\$4163.76	\$2775.84
Yearly	\$7042.32	\$4694.88
Monthly	\$586.86	

The Board received approval from PERAC to grant a retirement allowance to Suzanne Ulmer, as of October 20, 2016. CBRSD

	Member	Beneficiary
Annuity	\$1518.84	\$1012.56
Pension	\$2385.00	\$1590.00
Yearly	\$3903.84	\$2602.56
Monthly	\$325.32	

The Board received approval from PERAC to grant a retirement allowance to Deborah Brunelle, as of October 21, 2016. Dalton Fire District

	Member	Beneficiary
Annuity	\$7453.44	\$4968.96
Pension	\$22492.08	\$14994.72
Yearly	\$29945.52	\$19963.68
Monthly	\$2495.46	

The Board received approval from PERAC to grant a retirement allowance to Elizabeth Will, as of October 22, 2016. Becket

	Member	Beneficiary
Annuity	\$6619.32	
Pension	\$19326.12	
Yearly	\$25945.44	
Monthly	\$2162.12	

The Board received approval from PERAC to grant a retirement allowance to Justine Donovan, as of October 29, 2016. CBRSD

	Member	Beneficiary
Annuity	\$7030.32	
Pension	\$16958.28	
Yearly	\$23988.60	
Monthly	\$1999.05	

Berkshire County Retirement Board Meeting
December 28, 2016

The Board received approval from PERAC to grant a retirement allowance to Linda King, as of November 4, 2016. SBRSD

	Member	Beneficiary
Annuity	\$4513.80	
Pension	\$16519.08	
Yearly	\$21032.88	
Monthly	\$1752.74	

The Board received approval from PERAC to grant a retirement allowance to Donna Rioux, as of October 21, 2016. MGRSD

	Member	Beneficiary
Annuity	\$2288.16	
Pension	\$2843.40	
Yearly	\$5131.56	
Monthly	\$427.63	

Voted to note the record.

3(8)c REIMBURSEMENTS:

14.) 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 Teacher's Retirement Board \$490.19 a year toward the retirement allowance of Donna Hitchcock.

PERAC CORRESPONDENCE:

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

- #27/2016 Tobacco Company List
- #28/2016 2016 Disability Data
- #29/2016 Buyback of Call Fire Fighter time

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

16.) The Board is notified of the Notice of Appeal by Mr. Roger Prevey. The appeal was filed within the 15 day appeal period and the notice will be forwarded to the Board's legal counsel for review.

Voted to note the record.

17.) The Board approved a request for Sheila Labarbera to attend a Directors Conference May 15-16, 2017.

Voted to approve attendance at the conference and the conference expenses.

18.) The Board is in receipt of the PTG Support and Hosting agreement fee schedule for calendar years 2017 thru 2023. The Board reviewed and approved the fee schedule.

Voted to approve the fee schedule.

Berkshire County Retirement Board Meeting
December 28, 2016

MISCELLANEOUS CORRESPONDENCE:

a.) PRIM announces a new client services officer Francesco Daniele.

The next regular board meeting is scheduled for Wednesday, January 25, 2017 at 9:00am.

Voted to Adjourn. Meeting adjourned at 10:00 am.

RESPECTFULLY SUBMITTED:

Sheila LaBarbera, Executive Director

APPROVED BY:

Michael Ovitt, Chairman

Patricia Carlino, Elected Member

Peter Menard, Elected Member

Paul A. Lisi, Jr., Advisory Council Member

Gerald Doyle, Jr., Appointed Member