

MINUTES OF MEETING September 26, 2019

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Joyce Karpinski at 1:30 p.m. in City Council Chambers, Municipal Hall, 212 Main Street, Northampton, MA.

Members present were Joyce Karpinski, Michael Lyons, Melissa Roberts-Cote, and Susan Wright. Thomas Sullivan was present via remote participation. Also present was Administrator David Shipka and Administrative Assistant Elsie Vazquez.

Visitors

None

New Business

The Board reviewed the 2020 proposed budget prepared by the administrator.

Ms. Wright expressed concern about the size increase to the staff salaries, which was set to 17.4% over the current year's budgeted amount. The administrator expressed that since the report from the Collins Center had not yet been completed and reviewed, he followed the City's lead in setting a budget figure for salaries by using a figure which was similar to the increases that were awarded to City employees in comparable positions, as the staff typically receives the same increase as the City each year.

After a brief discussion the Board tabled the budget until such time that the Collins Center report can be reviewed for additional guidance.

Regular Business

The Board accepted the following new members:

Michael Lamica (Housing)
Alex Peterson (School)
Alyssa Taft (School)
Robert Farmer (School)
Barry Goldman (School)
Danielle Parent (Smith Voke)
Vilmarie Bermudez (School)
Chrystal Santos (School)
Diane Asher (Custodians)
Nicholas Ames (School)
Michelle Hadley (School)
Nelson Nieves (Custodians)
Wendy Perrier (School)

Curtley Johnson (DPW)
Jonathan Flagg (Building Inspector)
Forrest Huntley (DPW)
Amy Serio (School)
Damaris Sanchez (School)
Gillian Doucette (Information Technology)
Jason Lukasiewicz (School)
Joel Seppa (School)
Briana Cristofori (School)
Peter McQuillan (Arts and Culture)

The Board reviewed superannuation retirement applications for the following members:
None

The Board reviewed disability retirement applications for the following members:
None

The Board reviewed retirement allowances for the following retirees:
None

On a motion made by Mr. Lyons and seconded by Ms. Wright, the Board voted unanimously (5-0) by roll call to approve the aforementioned retirement allowance(s) (Karpinski:Yes, Lyons: Yes, Roberts-Cote: Yes, Sullivan: Yes, Wright: Yes).

Elizabeth Maguire (Forbes)
Karen Lafleche (Smith Voke)
Michael Dunn Jr (DPW)
David Tripp (Police)

The Board reviewed the following deceased members/retirees/survivors:
Theresa Collins (School)
Bradley Levay (School)

On a motion made by Ms. Roberts-Cote and seconded by Mr. Lyons, the Board voted unanimously (5-0) by roll call to approve the minutes of the regular meeting held on August 29, 2019 (Karpinski:Yes, Lyons: Yes, Roberts-Cote: Yes, Sullivan: Yes, Wright: Yes).

The Board reviewed and approved the following warrants:
Pension payroll warrant totaling \$928,729.43
Accounts payable warrant totaling \$97,374.98
Board and staff payroll warrant totaling \$12,052.90

The Board reviewed the following reports:

July Trial Balance

Transaction journal from the de Burlo Group, Inc for August 2019

PRIT Statement for August 2019

The Board reviewed the following wire transfers for the current month:

\$5,864.90 from PRIM to Peoples' United Bank (distribution)

\$680,000 from Peoples' United Bank to Florence Bank

The Board reviewed the treasurer's report on the Florence Bank account for August:

Bank statement: \$362,131.96

Outstanding disbursements: \$353,797.84

Adjusted bank balance: \$8,334.12

Outstanding receipts: \$13,368.34

Trial Balance end of month balance: \$21,702.46

The Board reviewed the following makeup/buyback requests:

The Board reviewed the following correspondence:

PRIM August Update

PERAC Superannuation calculation waiver approval

Old Business

None

Other Business

The Board reviewed the FY19 GASB 67/68 Report prepared by Stone Consulting, Inc.

On a motion made by Ms. Wright and seconded by Mr. Lyons, the Board voted unanimously (5-0) by roll call to accept the report as follows: (Karpinski: Yes, Lyons: Yes, Roberts-Cote: Yes, Sullivan: Yes, Wright: Yes).

The Board reviewed an estimate of travel expenses for the MACRS Conference.

On a motion made by Ms. Wright and seconded by Ms. Roberts-Cote, the Board voted unanimously (5-0) by roll call to approve the estimated travel expense as follows: (Karpinski: Yes, Lyons: Yes, Roberts-Cote: Yes, Sullivan: Yes, Wright: Yes).

The administrator noted that Scanlon and Associates is currently conducting an audit of the Retirement System.

The Board had hired the UMASS Collins Center last spring to review the administrator and assistant job descriptions and make recommendations as had been done with City employees. No results were yet available. The Committee will contact the Collins Center to try to facilitate completion of its report.

Adjournment

On a motion made by Ms. Wright and seconded by Ms. Roberts-Cote, the Board voted unanimously (5-0) by roll call to adjourn the meeting at 2:13 p.m. as follows: (Karpinski: Yes, Lyons: Yes, Roberts-Cote: Yes, Sullivan: Yes, Wright: Yes).

The next regular meeting is scheduled for Tuesday, October 29th, 2019 1:30 p.m. in Council Chambers.

Respectfully Submitted,

Administrator

**THESE MINUTES WERE APPROVED BY THE RETIREMENT BOARD ON
10/29/2019**

APPROVED:

_____ **Joyce Karpinski, Chairperson**

_____ **Melissa Roberts-Cote**

_____ **Michael J Lyons**

_____ **Thomas Sullivan**

_____ **Susan Wright**

