

**FRANKLIN REGIONAL RETIREMENT SYSTEM
REGULAR BOARD MEETING MINUTES
October 30, 2024**

A meeting of the Franklin Regional Retirement Board, duly posted to be held via remote participation on the above date, was called to order at 8:30 AM by Board Chair Sandra Hanks, also present were Co-Chair Paul Mokrzecki with Board Members Angel Bragdon and Gabriele Voelker present. Present in the Board office located at 101 Munson Street, Suite 108, Greenfield MA was Executive Director Kristine Mathis, Assistant Director Ashley Manley, Member Services Accountants Nicole Gaspar, and Diane Wright. Data Maintenance Clerk Patricia Hume joined remotely. Mary Stokarski was not present.

Review and Acceptance of Meeting Minutes

On a motion made by Gabriele Voelker and a second by Angel Bragdon, the Board voted to approve the following minutes. All ayes.

- September 25, 2024, regular minutes

Payroll, Refunds, Transfers and Bills Warrants

A motion was made by Paul Mokrzecki to approve the following warrant totals, Gabriele Voelker seconded the motion. All ayes.

Retirees		\$1,311,626.19
Refunds 10-24R		\$18,236.23
10-24Ra		\$597.84
Transfers		\$223,633.40
Invoices	2024	<u>\$221,389.61</u>
For a total		\$1,775,483.27

Cash Transfer between Investments and Bank

On a motion made by Angel Bragdon and a second by Paul Mokrzecki, the Board voted unanimously to transfer \$1,100,000.00 from Loomis to cover November's warrants. All ayes.

Membership (new members, new positions, additional positions

A motion was made by Gabriel Voelker and seconded by Angel Bragdon to accept the following new members, new positions, and additional positions. All ayes.

<u>New Memberships</u>	<u>HIRE DATE</u>	<u>C.S. %</u>	<u>New %</u>	<u>UNIT</u>	<u>POSITION</u>
Andrews, Emily	8/12/2024	50%	-	PNR	Administrative Assistant
Campbell, Laura	8/26/2024	100%	-	WTY	Instructional Assistant
Canaday, Kendra	10/9/2024	100%	-	MOH	SPED Paraprofessional
Dejnak, Megan	8/26/2024	100%	-	WTY	Instructional Assistant
Dobosz, Joshua	9/3/2024	100%	-	BER	Police Officer
Guillemin, Claire	9/18/2024	100%	-	SND	Instructional Assistant
Hager, Rylee	9/20/2024	50%	-	MOH	Paraprofessional
Hakes, Natalie	8/26/2024	100%	-	CON	Instructional Assistant
Hendrickson, Ryan	9/11/2024	100%	-	OGE	Firefighter/EMT
Hughes, Jacob	8/28/2024	100%	-	MOH	Paraprofessional
Kearns, David	9/9/2024	100%	-	CON	Instructional Assistant
Kimberly, Warren	9/11/2024	100%	-	MOH	Kitchen Manager
Knight, Melinda	9/30/2024	100%	-	SND	Instructional Assistant
Kortebein, Kelsey	9/16/2024	100%	-	CON	Instructional Assistant
Loomis, Heather	9/16/2024	100%	-	MOH	Paraprofessional
Mathurin, Makayla	9/17/2024	100%	-	OGE	Paraprofessional
McCray Bennington, Loren	8/26/2024	100%	-	NSW	Paraprofessional
Morin-Scata, Tea	8/26/2024	100%	-	SND	Instructional Assistant
Paszko, Joel	9/23/2024	100%	-	COL	Laborer/Equipment Operator
Pernice, Kaylee	8/26/2024	90%	-	PNR	Instructional Assistant
Peterson, Sarah	10/2/2024	100%	-	MHR	Special Ed Paraprofessional
Renaud-Leone, Alysha	9/30/2024	100%	-	SND	Instructional Assistant
Root, Brandon	9/16/2024	100%	-	CHT	Driver/Laborer
Ryder, Debra	10/2/2024	60%	-	NTD	Administrative Program Assistant
Starling, Suzanne	9/4/2024	70%	-	LEV	Paraprofessional
Thompson, Tami	8/26/2024	100%	-	SND	Instructional Assistant
Tuttman, Ethan	9/27/2024	100%	-	MOH	Paraprofessional
Violette, April	7/10/2024	100%	-	OGE	Children's Librarian
Voudren, Felicia	9/18/2024	100%	-	OGE	Paraprofessional
Wapner, Lexy	8/26/2024	100%	-	NSW	Paraprofessional

Wells-Robinson, Cadince	8/26/2024	100%	-	CON	Instructional Assistant
Williams, Milonda	9/3/2024	80%	-	SND	Administrative Assistant
Wolkenbreit, Matthew	9/11/2024	100%	-	NTD	EMS Chief
			-		
<u>New Positions</u>					
Emery, Peyton	8/26/2024	100%		SND	Instructional Assistant
Finn, Krystal	8/26/2024	100%		MOH	Paraprofessional
Glover, Ethan	8/26/2024	50%	100%	MOH	Paraprofessional
Harmon, David	9/19/2024	100%		NSW	Paraprofessional
Salone, Cornelia	8/26/2024	100%		NSW	Therapist/Social Worker
Stevens, Melissa	8/26/2024	100%		NSW	Paraprofessional
Unaitis, Andrea	8/26/2024	50%	100%	MOH	Long Term Sub Teacher
Wheeler, Lee	9/23/2024	100%		COL	Laborer/Eq. Op. II promotion
<u>Additional Positions</u>					
Beckwith, Rose Aleta	9/16/2024	100%		MOH	After School Program
Crawford, Emily	9/16/2024	70%		MOH	After School Program
Fire, Alexandra	9/4/2024	80%	100%	DER	OST Teacher
Hughes, Jacob	9/3/2024	100%		MOH	Drama - Stipend
Lavallee, Amy	10/8/2024	100%		WTY	Library worker
Marshall, Taylor	9/10/2024	80%	100%	DER	Out of School Program Teacher
Martin, Katherine	9/30/2024	100%		MOH	After School Prog. Asst.
McConnell, Erin	9/3/2024	100%		MOH	After School Program Staff
McCrary, Lisa	9/3/2024	100%		MOH	After School Program Staff
Perkins, Lukas	9/9/2024	100%		MOH	After School Program Staff
Rush, Lillian	9/3/2024	100%		MOH	Mentor-Paraprofessional-Stipend
Thompson, Samantha	9/16/2024	100%		MOH	After School Program

A motion was made by Paul Mokrzecki to accept the Liability for Buybacks, and Makeups. Gabriele Voelker seconded the motion. All ayes

Accept Liability for Buybacks and Makeups Through Other Systems:

Kelly, Karen – Current member as of 9/11/2023 requesting to purchase 4 years of military service at a cost of \$10,951.20. She has until she reaches 11 years of service to enter into a payment agreement or pay in a lump sum.

Antonellis, Suzanne – Current member requesting to purchase service her non-membership eligible time where she worked as a part-time Recreation Director from 8/23/2000 – 10/31/2001 for the Town of Deerfield. She is eligible for 1 year, 2 months, 8 days at a cost of \$1,496.05 if paid by 12/31/2024.

Bassett, Jason – Current member requesting to purchase 4(2)(b) service with the Towns of Bernardston and Gill where he worked part-time prior to getting hired full-time in both towns. He is eligible for 11 months, 13 days at a cost of \$1,958.33.

Kosloski, Shaina: The State Retirement Board has asked FRRS to accept creditable service liability if their current member, Shaina Kosloski, re-deposits a refund taken from this system. The refund, approved by the Board effective 09/30/2009, was for deductions of \$9,483.75 and interest of \$80.73. Mrs. Kosloski worked as a Cafeteria – Food Service Director with the Town of Erving from 09/15/2003 through 06/30/2008 and as a Call Firefighter with the Town of Erving from 08/20/2008 to 06/25/2009. Total creditable service at the time of this refund on 09/30/2009 was 5 years, 21 days. A revision has been made to her creditable service, as her Call Firefighter time was calculated by the number of hours worked and totaled 1 month, 8 days. Franklin Regional Retirement will not accept liability for her time as a Call Firefighter, and therefore, will only accept creditable service liability for 4 years, 11 months, 13 days.

A motion was made by Gabriele Voelker to accept the new retirees as presented, Angel Bragdon seconded the motion. All ayes.

New Retirees:

Bennett, Cynthia – The retirement packet has been submitted to PERAC to retire Cynthia Bennett for a Superannuation, Option B retirement allowance. Her last day of work was August 28, 2024, and her retirement benefit will begin on August 28, 2024. Mrs. Bennett was a group 1 member working as an administrative assistant for the Town of Sunderland Selectboard Office, accruing 23 years, 10 months of creditable service.

Boissonnault, Kevin – The retirement packet has been submitted to PERAC to retire Kevin Boissonnault for a Superannuation, Option B retirement allowance. His last day of work was August 23, 2024, and his retirement benefit will begin on August 23, 2024. Mr. Boissonnault was a group 1 member working as the Chief Operator Center Director for the Town of Ashfield Wastewater Department, accruing 23 years, 9 months of creditable service. The following is a table of Retirement Boards and the liability of creditable service they hold:

Board	Years	Months	Days
Chicopee	17	8	0
Montague	2	0	22
FRRS	4	0	22
Total	23	9	14

Eckert, Catherine – The retirement packet has been submitted to PERAC to retire Catherine Eckert for a Superannuation, Option C retirement allowance. Her last day of work was July 31st, 2024, and her retirement benefit will begin on July 31st, 2024. Mrs. Eckert was a group 1 member working as an Admin Assistant for the Deerfield Schools, accruing 12 years, 7 months of creditable service.

Laramie, Karen – The retirement packet has been submitted to PERAC to retire Karen Laramie for a Superannuation, Option B retirement allowance. Her last day of work was August 25, 2024, and her retirement benefit will begin on August 25, 2024. Mrs. Laramie was a group 1 member working as the Instructional Assistant for the Pioneer Valley Regional School District, accruing 28 years, 5 months of creditable service. The following is a table of Retirement Boards and the liability of creditable service they hold:

Board	Years	Months	Days
Worcester	6	0	0
FRRS	22	5	0

Lively, Linda – The retirement packet has been submitted to PERAC to retire Linda Lively for a Superannuation, Option A retirement allowance. Her last day of work was June 30, 2024, and her retirement benefit will begin on June 30, 2024. Mrs. Lively was a group 1 member working as an instructional assistant for the Pioneer Valley Regional School District, accruing 16 years, 10 months of creditable service.

Rogers, Pamela – The retirement packet has been submitted to PERAC to retire Pamela Rogers for a Superannuation, Option C retirement allowance. Her last day of work was August 25th, 2024, and her retirement benefit will begin on August 25th, 2024. Ms. Rogers was a group 1 member working as an Executive Assistant to the Superintendent for the New Salem/Wendell Union School District, accruing 33 years, 10 months of creditable service.

Scarborough, Kevin – The retirement packet has been submitted to PERAC to retire Kevin Scarborough for a Superannuation, Option C retirement allowance. His last day of work was July 5th, 2024, and his retirement benefit will begin on July 5th, 2024. Mr. Scarborough was a group 1 member working as DPW Superintendent for the Town of Deerfield, accruing 21 years, 5 months of creditable service.

Scoville, Douglas – The retirement packet has been submitted to PERAC to retire Douglas Scoville for a Superannuation, Option C retirement allowance. His last day of work was July 5, 2024, and his retirement benefit will begin on July 5, 2024. Mr. Scoville was a group 1 member working as a senior operator for the Town of Whately, accruing 34 years, 8 months of creditable service.

Death:

Mitchell, Bruce – Option C beneficiary of Option C retiree Kathleen Mitchell, died 09/20/2024. Mrs. Mitchell will pop-up to an Option A monthly benefit.

General Business

1. Finalize 2025 Budget

A motion was made by Paul Mokrzecki to accept the proposed 2025 Budget as presented. Angel Bragdon seconded the motion. All Ayes.

2. 2% on Additional Positions

Board staff, per PERAC's September recommendation, emailed the towns and units requesting they discontinue taking 2% on additional part-time positions paying under \$30k, when a member makes over \$30k from their full-time position (in the same unit or a different unit) and pays 2% on those full-time earnings. During the September Board meeting, Gabe requested that this topic be discussed during the October meeting. After additional discussion at this October meeting, the Board decided to take no formal action and requested that staff notify all treasurers to continue taking 2% on all earnings including the additional part-time positions as well.

3. Veterans Buyback Policy

After further discussion in regard to a decision made at September's Board Meeting to stop charging interest on Veterans' buyback plans:

Paul Mokrzecki made a motion that the Board vote to rescind our September vote where we were not charging interest on Veterans' Buybacks subject to the payment plan. Gabriele Voelker seconded the motion. All ayes.

4. HFCTA Meeting

The HFCTA Meeting will be held November 22, 2024, at 11:00 AM at the Whately Inn. It will be attended by several Board members.

5. Travel Regulation

PERAC memo #13/2024 alerted us to changes made to 840 CMR 2.00 et seq., pertaining to retirement board travel. This change requires the need for a regulation regarding credit card use. Board Legal Counsel, Michael Sacco advised that we update our Travel Policy and then submit it to PERAC for approval to become a regulation.

A motion was made by Paul Mokrzecki and seconded by Gabriele Voelker that we amend our travel policy to remove any references to credit cards. All ayes.

6. Credit Card Regulation

Board Counsel Michael Sacco advised that we create a credit card Regulation.

Paul Mokrzecki made a motion that we adopt a credit card regulation as presented on the agenda. Gabriel Voelker seconded the motion. All ayes.

7. Mortality Verification Services

At the MACRS Conference, ABL Tech was one of the vendors represented. They offer death certification services using their MVerify system. It is an extensive database that includes obituaries as well as State and SSA death databases. The introductory price of their services is \$750/year for the first 3 years.

Gabriele Voelker made a motion to purchase the ABL Tech system services for the first three years and review it after the 3 years. Angel Bragdon seconded the motion. All ayes.

New Business

Executive Director Kristine Mathis will contact Board Legal Counsel Michael Sacco for updates on the disability applications and DALA appeals in progress.

Adjournment

On a motion made by Gabriele Voelker and seconded by Paul Mokrzecki, the Board voted unanimously to adjourn the meeting at 9:29 AM.

Respectfully submitted,

THESE MINUTES WERE APPROVED AT THE NOVEMBER 20, 2024 REGULAR MEETING

Patricia Hume, Data Maintenance Clerk

Sandra A. Hanks, Chair and Treasurer

Paul J. Mokrzecki, Vice Chair

Angel J. Bragdon, Council Member

Gabriele H. Voelker, Board Member