

## SAUGUS RETIREMENT BOARD MEETING

April 23, 2019

The regular meeting of the Saugus Retirement Board duly posted to be held in the 25R Main St, Town Hall Annex, Saugus, MA on the above date was called to order at 12:00 p.m. by Chairman Cross, with Board Members DiBari, Gannon and Matarazzo present. Board Member Matarazzo arrived after the approval of minutes and warrants. Board Member Decareau had informed the Board early that morning his wife was taken to the Hospital.

Also present was Wainwright representative Michael Dwyer, PERAC Executive Director John Parsons and Board staff Theresa F. Richards, Administrative Assistant and Ann Quinlan SRB Administrator.

### Minutes

- A motion was made by Board Member Gannon and seconded by Board Member DiBari to approve the March 26, 2019 Regular Meeting Minutes and sign them into the records. The Board voted 3-0 in favor.

### Payments

- A motion was made by Board Member Gannon and seconded by Board Member DiBari to issue payment for Retirement Board Expense Voucher #66-83 for the month of April 2019 for \$60,462.66. The Board voted 3-0 in favor.
- A motion was made by Board Member Gannon and seconded by Board Member DiBari to issue payment for Retirement Allowance Payment and Vendor Payment Warrant for the month of March 2019 for \$682,628.69. The Board voted 3-0 in favor.
- The Board noted that \$550,000.00 was wire transferred from PRIT Investment Funds to Saugus Retirement System's bank account on 4/20/2019 to cover retirement allowances and expenses for April 2019.

### New Member

A motion was made by Board Member DiBari and seconded by Board Member Gannon to include for membership in the Saugus Retirement System the following new employees. The Board voted 4-0 in favor.

- Michelle Branciforte– Town Assessor – Date of Hire & Membership is 4/1/2019 – Contribution rate is 9% + 2%.

### Transfers Out

The Board noted that the following members had their accounts transferred to other MA Retirement Systems, as approved on this month's expense voucher:

- Domenic Colarossi, Paraprofessional, transfer to MA Teacher's Retirement System. Saugus Retirement Board will accept 2 years and 10 months liability for his service with the Town from 9/8/15-8/2/18. His service with Chelsea, 1 year, 8/25/14-6/30/15 was included in the transfer.
- Margaret Merrell, Occupational Therapist Asst., transfer to MA Teacher's Retirement System. Saugus Retirement Board will accept 1 year and 10 months liability for her service with the Town from 11/17/14-10/14/16.
- Demi Nigro, Paraprofessional, transfer to MA Teacher's Retirement System. Saugus Retirement Board will accept 1 year and 11 months liability for her service with the Town from 9/6/16-8/8/18.
- Renee Zierten, COTA, transfer to Salem Retirement System. Saugus Retirement Board will accept 1 year and 9 months liability for her service with the Town from 9/4/12-6/30/14.

### Refund to Member

The Board noted that the following member took a refund, as approved on this month's expense voucher:



- Kristopher Victor, Paraprofessional, terminated on 6/20/17 and refund effective 4/30/19. He has 9 months of creditable service and will receive regular interest.

### Deceased

Jean Grabowski, Ordinary Disability Survivor, Option C passed away on April 11, 2019. A final payment will be paid to her estate.

### Items for Discussion

A proposed budget was distributed to the Board Members. Board members would like to further review and discuss at the next Board meeting when all 5 members are present.

Attorney Sacco sent notice that no crime conviction with Docket No. 1836-CR-002391, therefore no impact on eligibility for membership, taking a refund or retiring. PERAC will be updated with this new information.

Wainwright representative Michael Dwyer spoke of the upcoming transfers set for May 1<sup>st</sup>. The Board's first reports should be towards the end of May. They will review at next month's meeting. He asked to confirm that the PRIT call was set for May 1<sup>st</sup>, which Mrs. Quinlan will do after the meeting.

Mr. Dwyer gave the Board an updated Investment Policy Statement (IPS). The Board members will further review the document before making a final decision and the Chairman signing it into agreement. The Board's intent is to have this on the May agenda for approval.

### Miscellaneous

- MACRS Conference is June 1-5, 2019. Chairman Cross and Board Member Gannon will attend. They will be given copies of the Board Travel Regulations for reference.
- The Board is still awaiting an approved DRO from the court for Kevin McDermott. He will be contacted for an update.
- Donald Shea is having his final medical panel this week. The Board should hear from PERAC in 30 days.
- A reminder to the Board Members of how many mandatory training hours are needed for this year's term.
- Board Members were given copies of Chapter 148 of the Acts of 2018 regarding 111F and presumption as the Board received a call regarding presumption law changes.
- The Board was contacted by Tim Larkin, PERAC Actuary regarding the Valuation Data. There was a high jump in some salary figures from the prior valuation and he wanted further explanation. After the last valuation, the Town settled 4 Union contracts that required retroactive payments because the agreement covered multiple years. Most additional pays such as longevity, EMT, education is rolled into the base salary, which caused a jump in salary. Also, since Pension Reform, school employees of the Retirement system now have retirement contributions taken from summer pay. This will be reviewed again prior to sending to PERAC for final approval.
- There has been no news about the Custodian contract negotiations. The Board received all payroll reports needed from the Accounting office. Estimates will be started this week.
- A lot of the Town contracts are being negotiated again for July 1, 2019. The Retirement Board will reach out again to the Human Resource Department for copies of the signed contracts. If not, the Board may contact Union Presidents for a copy.



- The Board has received phone calls from Retirees about life insurance coverage. Their family members are applying for Medicaid and need information about the cash value, or the Estate planner needs a copy of the policy. There was discussion that the Human Resource Manager doesn't handle the benefits for the Town. She handles W/C, 111F, FMLA and contract negotiations, etc. A benefit analyst position has been posted to handle all aspects of insurance. No one has been hired as to date. In the meantime, the Retirement Board office will contact the life insurance carrier for assistance with this issue.

**Copies of the following were included for review and/or discussion:**

- PERAC Memo #13/2019 Mandatory Retirement Board Training – 2<sup>nd</sup> Quarter 2019
- PERAC Memo#14/2019 Forfeiture of Retirement Allowance for Dereliction of Duty by members
- PRIT Fund reports- March 2019
- Bank Statement/Reconciliation January, February and March 2019
- CR, CD, ADJ, TB, GL for January, February and March 2019
- The Retirement Board's Article has been placed on the Annual Town Meeting, which is set for May 6<sup>th</sup>.
- Flyer from Richard P. Biagiotti who is a candidate running for Re-Election for MACRS Executive Board

The next regular meeting is scheduled for May 21, 2019 at 12:00 p.m. and June 18, 2019 at 12:00 p.m. at the Town Hall Annex.

**Adjournment of Open Meeting**

There being no further business to come before the Board, at 1:12 p.m., a motion was made by Board Member DiBari and seconded by Board Member Gannon and voted 4-0 in favor of adjourning the Open Meeting.

APPROVED BOARD OF RETIREMENT:



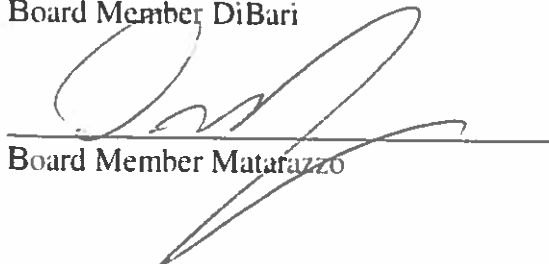
Chairman Cross



Board Member DiBari



Board member Gannon



Board Member Matarazzo



Board Administrator

