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SAUGUS RETIREMENT BOARD MEETING
July 30, 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 Decareau, DiBari and Gannon present. Board Member Matarazzo notified the Board she had to leave at 12:30pm for a Town Meeting previously scheduled. She will be updated of any information discussed at the meeting.

Also present was Wainwright representatives Michael Dwyer and Jeff Fabrizio and Board staff Theresa F. Richards, Administrative Assistant and Ann Quinlan, Administrator.

Minutes

- A motion was made by Board Member Gannon and seconded by Board Member Decareau to approve the June 18, 2019 Regular Meeting Minutes and sign them into the records. The Board voted 5-0 in favor.

Payments

A motion was made by Board Member DiBari and seconded by Board Member Gannon to issue payment for:

- Retirement Board Expense Voucher #109-136 for the month of July 2019 for \$91,325.06
- Payroll Warrant #7/2019 for \$682,025.17

A motion was made by Board Member DiBari and seconded by Board Member Gannon for wire/exchange transfers for:

- PRIT Investment Funds to Saugus Retirement System Bank Account on 7/20/19 for \$550,000.00.

The Board voted 5-0 in favor.

New Member

A motion was made by Board Member Gannon and seconded by Board Member Decareau to include for membership in the Saugus Retirement System the following new employees. The Board voted 5-0 in favor.

- Lisa LaFerla- School Clerk - Date of Hire & Membership is 7/1/2019 - Contribution rate is 9% + 2%.

Transfers Out - None

Refund to Member

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

- Lucia DelGrosso-Plouffe, Paraprofessional, resigned on 6/22/16 and refund effective 7/31/19. She had 6 months of creditable service and will receive 3% interest.
- Joseph Ferraro, Custodian, School Department, was terminated on 6/30/19 and refund effective 7/31/19. He has Service 7 years and 5 months of creditable service and will receive regular interest.

The Board noted that the following members of the School Department were refunded retirement contributions taken in error through payroll insurance reimbursement, as approved on this month's expense voucher:

- Adrien Lemenager
- William Moore
- Alicia Dragon
- Thomas Lowe
- Steven Merullo
- David Savary
- Christopher Swanson

- Geraldine Cunio
- Richard Nelson
- Michael Mabee
- Robert Marcinko
- Carlito Gonzalez

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Deceased

Norman Lizotte, Superannuation, Option C passed away on July 13, 2019. His wife Ruth Lizotte will receive and Option C Survivor Benefit upon completion of proper paperwork. Board Member Decareau made a motion, seconded by Board Member Gannon and passed 4-0 to grant an Option C survivor benefit upon receipt of proper paperwork.

Retirements/Disabilities/Survivor Benefits

Retirement Board Staff have verified that the necessary paperwork is in order and has determined applicants to be eligible for such benefits:

A motion was made by Board Member Gannon and seconded by Board Member DiBari and passed 4-0 to grant Termination Allowance Retirements under M.G.L. Chapter 32, Section 10 (2) to the following:

School Department:

- Alicia Dragon, retired on June 30, 2019, with 20 years & 7 months
- Carlito Gonzalez retired on June 30, 2019, with 21 years & 3 months
- Adrien Lemenager, retired on June 30, 2019, with 20 years & 1 month
- Walter Howard, retired on June 30, 2019 with 28 years & 5 months
- Michael Mabee, retired on June 30, 2019, with 21 years & 0 months
- Steven Raso, School Dept, retired on June 30, 2019, with 29 years & 11 months

A motion was made by Board Member Gannon and seconded by Board Member DiBari and passed 4-0 to grant Superannuation Retirements under M.G.L. Chapter 32, Section 10 (1) to the following:

School Department:

- Geraldine Cunio, retired on June 30, 2019 with 36 years & 1 month
- Robert Melanson, retired on June 30, 2019 with 31 years & 4 months
- Steven Merullo, retired on June 30, 2019 with 18 years & 8 months
- Richard Nelson, retired on June 30, 2019 with 18 years & 8 months
- William Moore, retired on July 12, 2019 with 24 years & 3 months
- David Savary, on July 15, 2019, with 11 years & 5 months
- Joseph Tarr, on June 20, 2019, with 18 years & 8 months

A motion was made by Board Member Gannon and seconded by Board Member DiBari and passed 4-0 to grant Superannuation retirements to the following:

- **Police Department:** Timothy Fawcett, K-9 Officer Patrolman. DOR: 7/20/19. Years of Service: 32

The following employees of the School Department are deferring their retirement benefits per M.G.L. Chapter 32, Section 10(3):

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School Department:

- Thomas Lowe, School Dept., has 17 years & 5 months service
- Robert Marcinko, School Dept. has 16 years & 6 months service
- Christopher Swanson, School Dept., has 10 years & 1month service

Items for Discussion

Wainwright representative Michael Dwyer stated to Board May performance was down but the market is up for June and July. There is still 73 Million in the PRIT Fund. PRIT Fund was down 3.31%. July and August look good for our investments.

Mr. Dwyer discussed the second phase of the transition is coming near the end of the year and a search needs to be done. Only 2 searches need to be done because the existing funds can just have additional monies added to them. RFP's will be needed for Developed Market International Equity Investment and High Yield Bond Investment. A timeline of 9/5/19 RFP deadline, September review of RFP's, October interviews and November finalizing contracts. Mr. Fabrizio will provide the Board with the proposed RFP's and evaluation sheets. Board Member Matarazzo made a motion, seconded by Board Member Gannon and passed 5-0 to do RFP's for Developed Market International Equity Investment (5 ½%) and High Yield Bond Investment (5%) with a proposed date of 9/5/19 deadline.

Mr. Dwyer and Mr. Fabrizio left at 12:28 pm prior to the Executive Session.

There has been no update on when the Medicare Reimbursement checks will be issued. Chairman Cross will follow up and update the Board and Staff.

PERAC has started the 2-year CME review for Mark Torbin. No action is needed at this time from the Board.

PERAC notified the Board that Edward Colbert has an IRS extension for filing his 2018 tax return. No action is needed at this time from the Board for his 91A process.

The Town has contracted Gowrie Claims Service as the third-party administrator for the Town of Saugus effective 7/11/2019. They will be assisting in all matters pertaining to Chapter 41, S100B disability retirement for Police Officers and Firefighters. They will also handle matters for Chapter 41, S111F. This was discovered when contacted by Retiree Arthur Nichols regarding Cook & Company was no longer the Third-party Administrator. The Retirement Office contacted Jeanne Entwistle at Gowrie and a letter will be sent to the Retirees notifying them of the change and they will be given a specific card to show at medical appointments and pharmacies for their disability claims. She was extremely knowledgeable and helpful with this matter.

Executive Session

At 12:30pm Chairman Cross asked for a motion to enter Executive Session for the purpose of discussing a Legal Litigation under M.G.L. c30A, Section 21 (a)(3) and take any appropriate action thereto with intent to return to regular session. That motion was made by Board Member DiBari and was seconded by Board Member Gannon and voted unanimously in favor of entering Executive Session for the purpose of discussing a Legal Litigation and returning to regular session thereafter.

Roll Call VOTE: Cross - Y, Decareau - Y, DiBari - Y, Gannon - Y, Matarazzo - Y

While in executive session, the Board did not take any vote but just took the information into advisement.

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Miscellaneous

- Of the 21 Custodians, 13 retired, 3 deferred their retirement and 1 received a refund. The remaining 4 are not eligible for a retirement and have been notified of their rights to a refund/transfer. All 13 have requested continued insurance coverage.
- Dispatch Union President Cheryl Kenny inquired about their contract. It was explained to her their needed to be clarification on the clothing allowance. She was to meet with the Town Manager to discuss for future contracts.
- Chairman Cross' term is up on December 5, 2019. An election for the new term is December 5, 2019-December 5, 2022. The Election will be strictly by mail on November 18, 2019 with a closing of ballots at 6:00 pm. Board Member Gannon made a motion, seconded by Board Member DiBari and passed 4-0 to Nominate Ann Quinlan as the Election Officer.
- The principal results of the January 1, 2019 actuarial valuation report were distributed to the Board Members from PERAC Actuary John Boorack. After some discussion, Chairman Cross asked that John Boorack be contacted and request he attend the next board meeting. All parties involved will be notified.
- Board Members DiBari and Chairman Cross need 3 credits before December 2019 and Board Member Matarazzo needs 3 credits before May 2020.

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

- PERAC Memorandum: #18/2019: Audits
- PERAC Memorandum: #19/2019: Mandatory Retirement Board Training – 3rd Quarter-2019
- PERAC Memorandum: #20/2019: Reinstatement to Service under G.L. c. 32, Section 105
- Mass. Retirees' – "The Voice" newsletter for July 2019
- PRIT Investment Reports – June 2019
- SEI Investment Report – Aristotle & LMCg- June 2019
- Rhumblin Investment Report – June 2019

The next regular meeting is scheduled for August 27, 2019 at 12:00 p.m. at the Town Hall Annex.

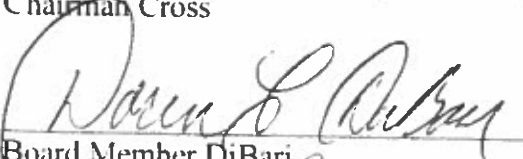
Adjournment of Open Meeting

There being no further business to come before the Board, at 12:50 p.m., a motion was made by Board Member Gannon and seconded by Board Member DiBari and voted 4-0 in favor of adjourning the Open Meeting.

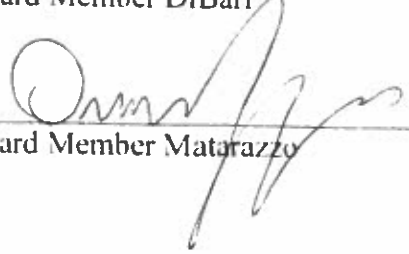
APPROVED BOARD OF RETIREMENT:



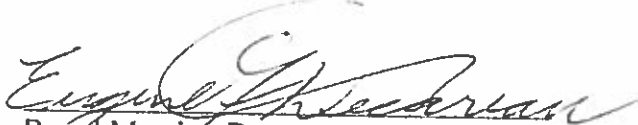
Chairman Cross



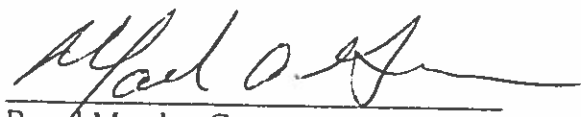
Board Member DiBari




Board Member Matarazzo



Board Member Decareau



Board Member Gannon



Board Administrator

