

**SAUGUS RETIREMENT BOARD MEETING**  
**September 29, 2020**

The Regular meeting of the Saugus Retirement Board duly posted to be held via Conference Call using Zoom, Meeting ID: 617 450 8096, Password: 454115 on the above date was called to order at 12:00 p.m. by Chairman Cross, with Board Members Decareau, Gannon, remotely present via zoom. Board Member DiBari was unable to connect via zoom but was able to telephone into the meeting. Board Member Matarazzo was absent.

Also, remotely present via zoom was Michael Dwyer and Jeff Fabrizio from Wainwright Consultants. Board Staff Theresa Richards and Ann Quinlan remotely present via zoom. A remote attendee identified as Ffion was present via zoom.

Chairman Cross opened the meeting noting the participants joining through zoom were Board Members Decareau and Gannon, Michael Dwyer and Jeff Fabrizio from Wainwright and Board Staff Ann Quinlan and Theresa Richards. Also noted was Board Member DiBari was present via telephone due to an internet issue. As noted above remote attendee identified as Ffion joined the meeting. Chairman Cross reminded the Board Members that all votes would require a Roll Call vote and at any time if the meeting were not audible to a Board Member to make the Chairman aware of the situation.

Chairman Cross asked for a Roll Call vote as he opened the Regular meeting. Mrs. Quinlan read the names for Roll Call: Cross -Y, Decareau -Y, DiBari -Y and Gannon – Y, the Board voted 4-0 in favor.

**Minutes**

A motion was made by Board Member Gannon and seconded by Board Member Decareau to approve the August 25, 2020 Regular Meeting Minutes and sign them into the records. Roll Call: Cross -Y, Decareau -Y, DiBari -Y and Gannon – Y, the Board voted 4-0 in favor.

**Payments**

A motion was made by Board Member DiBari and seconded by Board Member Gannon and after a Roll Call: Cross -Y, Decareau -Y, DiBari -Y and Gannon – Y, the Board voted 4-0 in favor.

to issue payment for:

- Retirement Board Expense Voucher #107-118 for the month of September 2020 for \$46,847.81, Voided checks 2923,2925 replaced by checks 2929, 2930 due to printing error
- Payroll Warrant #9/2020 for \$727,289.75
- Staff Payroll Warrant #9/2020 for \$11,351.26
- PRIT Investment Funds to Saugus Retirement System Bank Account on 8/20/20 for \$675,000.00.
- PRIT General Allocation to Private Equity Exchange on 9/1/2020 for \$127,965.94
- People’s United Invoice #7/2020 for \$2,767.97.

**New Member**

A motion was made by Board Member Gannon and seconded by Board Member Decareau and after a Roll Call: Cross -Y, Decareau -Y, DiBari -Y and Gannon – Y, the Board voted 4-0 in favor to include for membership in the Saugus Retirement System the following new employees.

- Tony Wyman, Director, Human Resource Dept., Date of Hire & Membership is 8/31/2020- Contribution rate is 9% +2%
- Jessica Lehmann, ABA Instructor, School Department, DOH: 9/1/2020 – Contribution rate is 9%.
- Jonathan Crombie, Firefighter, Fire Dept., Date of Hire & Membership is 9/28/2020- Contribution rate is 9% + 2%

**Refund to Member**

A motion was made by Board Member DiBari and seconded by Board Member Gannon and after a Roll Call: Roll Call: Cross -Y, Decareau -Y, DiBari -Y and Gannon – Y, the Board voted 4-0 in favor to grant the following members a refund, as approved on this month's expense voucher:

- Makayla Kelleher, Paraprofessional, School Department resigned on 6/13/2019 and refund effective 9/30/2020. She had 7 years and 8 months of creditable service (9/19/11-6/13/19) and will receive 3% interest.
- Timothy Fawcett Sr, Retired Police Officer, refund of erroneous retirement deductions from contract settlement

**Retirements/Disabilities/Survivor Benefits**

A motion was made by Board Member DiBari and seconded by Board Member Gannon and after a Roll Call: Cross -Y, Decareau -Y, DiBari -Y and Gannon – Y, the Board voted 4-0 in favor to grant a Survivor Benefit Allowance under M.G.L. Chapter 32, Section 12, 2 (d) to the following:

**Town Department:**

- Marie Mazzulli Varone, Surviving Spouse of Fred Varone, Building Inspector, DOR:8/12/20, Years of Service: 26.2500

**Items for Discussion:**

The transition of the Post 65 Medicare Program effective 7/1/2020 has gone well and with only a few issues arising. Most individuals have a Medicare cost of 144.60 per month and two had potential IRMAA (income related) causing their premium to be higher. The issue is being reviewed by MIAA and the Retiree has been advised to contact Social Security if necessary.

The Retirement Board's Attorney Sacco and the Town of Saugus' Attorney has filed a motion to dismiss in the Ronald Atkinson's Estate regarding his life insurance policy. The Board will be kept informed of any further discussions or motions in the matter.

Kevin Nichols contacted the Retirement Board office to give an update on the Bill he has before the Senate. Currently it is in the third session and is being held up at this time. He will be contacted mid-October to decide about signing his paperwork but regardless his calculation will be sent to PERAC for approval. Mr. Nichols has been made aware of this decision.

The Retirement Board has received copies of the most current MOA's from the Town Unions. The Board is still awaiting final copies of all Town Union contracts.

When the Town transitioned from the ACS payroll system to the MUNIS payroll system some of the pay codes were marked incorrectly as either pensionable or non-pensionable and should have been the opposite. Clothing Allowance is non pensionable and the erroneous retirement contributions have been refunded to members. There still is a disagreement with the Dispatcher's Union contract that reads the clothing allowance shall be rolled into base pay. The Holiday Cash In for the Patrolman/Superior during 2017-2020 had an incorrect code which did not take retirement contributions. Members of the Unions will be notified of the cost associated with this error once the payroll reports are received from the Accounting Office.

The Town had used Master File Forms as a measure of notice to Departments of an employee's employment or salary status. They now use a Personal Action Form which is generated from the MUNIS system. Since the Retirement Board does not have access to MUNIS we are unable to get this information and must rely on other Departments to issue us a copy. We are working with Board Member Matarazzo to establish a better means of receiving copies of these notifications.

Rehired employee Thomas Trainor, Jr. has been notified that since he has reestablished enrollment into the Saugus Retirement System within 2 years of taking a refund, he must repay the refund or he would not be eligible if ever needing to apply for a Disability in the future, this is per MGL CH 32, S3, 6 ©.

The deadline for returning nomination papers for the fourth Board member position was September 21, 2020. Only one person, Mark Gannon requested nominations papers and returned them within the deadline. Mark Gannon was declared the winner of the Election and will serve another 3-year term and remain serving as the Vice Chairman.

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

- PERAC Memo #27/2020 Regular Compensation and Creditable Service Status of Certain Leaves
- PRIM: Account activity for September 18, 2020
- People's Bank: Account activity for August 2020
- PRIT: Summary of plan performance for July 31 & August 30, 2020
- PRIT Fund transfer for People's Bank invoices
- SEI Investment Report – Aristotle & LMCG- August 30, 2020
- Rhumbline Investment Report – August 30, 2020
- People's Bank Statement – August 30, 2020
- People's Bank 7/1 Invoice

**Investments**

Mike Dwyer and Jeff Fabrizio from Wainwright Consultants attended the Board meeting via Zoom. Mr. Dwyer gave the board an overview of the market activity for July. The anticipation of another stimulus package is thought to have held the federal reserve from raising interest rates. Concerns with COVID and regular flu and how the Country can handle these viruses is important to watch for the market changes.

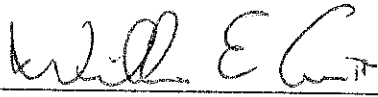
Mr. Fabrizio reviewed with the Board the July summary report which was up 3.26%. The total fund is at \$113,678,164.00. For the past seven months the total fund is down .92% but that is mostly because of the value funds. When interest rates are low, the market favors growth stocks.

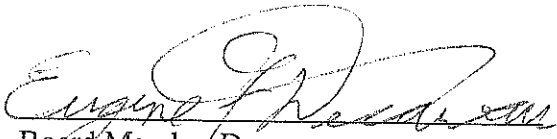
There was discussion on when to have the Investors attend a Board meeting per PERAC regulations. It is easier to schedule with the ability for Zoom meetings. Mike Dwyer will set up the time for Rhumbline and PRIT. The next Board meeting will be November 20<sup>th</sup>.

**Adjournment of Open Meeting**

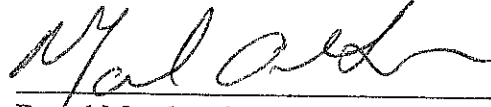
There being no further business to come before the Board, at 1:05 p.m., a motion was made by Board Member Gannon and seconded by Board Member Decareau and after a Roll Call vote, Cross- Y, Decareau -Y, DiBari -Y and Gannon -Y, the Board voted 4-0 in favor of adjourning the Open Meeting. The next Board Meeting is scheduled for Tuesday, October 20<sup>th</sup> at 12:00pm.

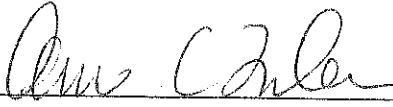
14 APPROVED BOARD OF RETIREMENT:

  
Board Chairman Cross

  
Board Member Decareau

  
Board Member DiBari

  
Board Member Gannon

  
Board Administrator Quinlan