

## **MINUTES**

### **MEETING OF THE PEABODY RETIREMENT BOARD WEDNESDAY, JUNE 22, 2022**

Chairman Yagjian called the meeting to order at 8:00 A.M. Board members participating were Mr. Edward Lomasney Mr. Michael Gingras, Mr. Henry Hogan. Ms. Andrea Trefry joined the meeting in progress at 8:05 A.M.

While the Governor's Order Suspending Certain provisions of the Open Meeting Law, G.L. c. 30A, Section 18, and the Governor's March 15, 2020, Order imposing strict limitation on the number of people that may gather in one place was lifted effective June 15, 2021, the passage of Chapter 20 of the Acts of 2021, Section 20, allows for wholly remote meetings through April 1, 2022, and the recent passage of Section 3, 4, and 5 of Chapter 22 of the Acts of 2022, the Open Meeting Law waivers have been extended to July 15, 2022, therefore, this meeting of the Peabody Retirement Board was conducted via remote participation and all Board Members participated remotely. No in-person attendance to the public was permitted, but every effort was made to ensure that the public could adequately access the proceedings in real time via technological means. Alternative public access to this meeting was made via Zoom virtual meeting software for remote access. A notice of the meeting was posted at City Hall, the Peabody Police Department, the City of Peabody webpage under City Calendar of Meetings, and Peabody Access Telecommunications television. There were no attendees from the public attending today's meeting.

**ON MOTION BY MR. GINGRAS, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO ACCEPT THE MINUTES OF THE MAY 25, 2022, RETIREMENT BOARD MEETING.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

#### **SUPERANNUATION RETIREMENTS:**

The Board reviewed the Application for Voluntary Superannuation Retirement and Choice of Retirement Option Form at Retirement submitted by the following members:

Eugene Long	COA Transportation	64 years old	10 years 10 months	6/11/2022
Gail Harris	School Clerk	75 years old	36 years 4 months	6/25/2022
Maryanne Soucy	Paraprofessional	68 years old	20 years 2 months	6/30/2022
Michele Kolodziej	School Café	60 years old	13 years 11 months	7/6/2022
Nelson Burke	Fire Alarm Maint.	64 years old	22 years	7/19/2022
Barbara Holmes	Paraprofessional	69 years old	22 years 9 months	9/1/2022
Michelle MacDonald	Paraprofessional	68 years old	20 years	9/4/2022

**ON MOTION BY MR. GINGRAS, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

#### **NEW MEMBERS:**

The following candidates for membership have completed the New Member Enrollment Form, Beneficiary Selection Form(s), been physically cleared, and provided birth certificate for themselves and applicable beneficiaries:

Ronnie Sok	PMLP Custodian	Group 1	5/2/2022
Richard Gill	Water Department	Group 1	6/6/2022
Kelly Rydzewski	Clerk, Building Department	Group 1	6/6/2022

**ON MOTION BY MR. LOMASNEY, 2ND BY MR. HOGAN, IT WAS VOTED UNANIMOUS TO APPROVE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

#### **REFUNDS:**

James Christman is a retiree who received a retroactive pay raise that had retirement deductions taken. His retirement was recalculated, and the new allowance is less than \$10.00 therefore; we must refund the retirement deduction totaling \$30.62.

Richard Cochran is a retiree who received a retroactive pay raise that had retirement deductions taken. His retirement was recalculated, and the new allowance is less than \$10.00 therefore; we must refund the retirement deduction totaling \$43.40

James Thibodeau is a retiree who received a retroactive pay raise that had retirement deductions taken. His retirement was recalculated, and the new allowance is less than \$10.00 therefore; we must refund the retirement deduction totaling \$29.23

**ON MOTION BY MR. HOGAN, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**ROLLOVER:**

Ms. Rosalinda Santana is a former School Department employee who is rolling over her annuity savings to an IRA with 2 years 4 months of creditable service totaling \$8,652.30

**ON MOTION BY MR. HOGAN, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**WARRANTS:**

**ON MOTION BY MR. LOMASNEY, 2ND BY MR. HOGAN, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:**

#052722      05/27/2022      Pension Payroll      \$1,895,631.91

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**ON MOTION BY MR. LOMASNEY, 2ND BY MR. HOGAN, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:**

#060922      06/09/2022      Miscellaneous Bills as follows:      \$10,047.50

\$ 191.12 - Bank of America - Adobe Acrobat Subscription

\$ 728.00 - Law Office of Michael Sacco - Legal Services

\$8,652.30 - Sorenson Communication LLC - Rosalinda Santana IRA Rollover

\$ 746.08 - 3(8)(C) Weymouth Retirement System

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**ON MOTION BY MR. LOMASNEY, 2ND BY MR. HOGAN, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:**

#062322      06/23/2022      Miscellaneous Bills as follows:      \$13,139.19

\$ 30.62 – James Christman Refund

\$ 29.23 – James Thibodeau Refund

\$10,285.94 - 3(8)(C) Newburyport Retirement System

\$ 43.40 – Richard Cochran Refund

\$ 2,750.00 – Sherman Actuarial – 2022 Actuarial

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**BOARD & STAFF PAYROLL:**

**ON MOTION BY MR. LOMASNEY, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING BOARD AND STAFF PAYROLLS TOTALING \$17,919.60:**

6/1/2022 for \$9,059.78 and 6/15/2022 for \$8,859.28.

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**CASHBOOKS:**

**ON MOTION BY MR. GINGRAS, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE MARCH AND APRIL 2022 CASHBOOKS CONTAINING THE FOLLOWING DOCUMENTS:**

**March 2022**

Pooled fund worksheet and PRIT General Allocation Account Market Value of \$205,162,974.48

Cash Receipts Report for the period 1-31 March totaling \$682,451.15

Cash Disbursements Report for the period 1-31 March totaling \$4,047,221.46  
 Adjusting Journal Entries for the period 1-31 March totaling \$4,322,216.25  
 Trial Balance Report for the period ending 31 March  
 General Ledger for the period ending 31 March  
 Budget Report for the period ending 31 March  
 Treasurer Bank Reconciliation Report - Eastern Bank 31 March  
 Eastern Bank Statements (Checking & Payroll) 31 March  
 Budget to Actual Expense through 31 March  
 Cash Flow Forecast through 30 April 2022

**April 2022**

Pooled fund worksheet and PRIT General Allocation Account Market Value of \$194,476,262.59  
 Cash Receipts Report for the period 1-30 April totaling \$1,025,601.66  
 Cash Disbursements Report for the period 1-30 April totaling \$3,969,550.30  
 Adjusting Journal Entries for the period 1-30 April totaling \$13,492,225.24  
 Trial Balance Report for the period ending 30 April  
 General Ledger for the period ending 30 April  
 Budget Report for the period ending 30 April  
 Treasurer Bank Reconciliation Report - Eastern Bank 30 April  
 Eastern Bank Statements (Checking & Payroll) 30 April  
 Budget to Actual Expense through 30 April  
 Cash Flow Forecast through 31 May 2022

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-ABSENT, MR. YAGJIAN-YES.**

**91A DISABILITY RETIREMENT TERMINATIONS:**

PERAC has notified the Board that three of our disability retirees have not submitted their 91A, Annual Statement of Earned Income for 2021 by the April 15 deadline. PERAC notified each in writing on June 6 and has notified the Peabody Retirement Board to begin the termination process. The Pension Administrator has notified PERAC that the status of the termination is pending, with a response date of 7/31/2021. We must make notification to each of their right to be heard at the July 2022 Retirement Board Meeting. The members facing termination are Ms. Anne Lussier, Mr. Eric Harrison, and Mr. Richard Sport.

**ON MOTION BY MS. TREFRY, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE AND FOR THE PENSION ADMINISTRATOR TO PROVIDE WRITTEN NOTICE TO EACH NON-COMPLIANT RETIREE OF THEIR RIGHT TO BE HEARD BY THE BOARD AT THE JULY 20, 2022, PEABODY RETIREMENT BOARD MEETING.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES.**

**2022 ACTUARIAL STUDY:**

In follow up to the May 2022 meeting where Mr. Sherman provided the Board with the preliminary results of the 2022 actuarial study and our options for the unfunded liability pay down, the Board voted unanimously to review and discuss the funding options presented at their next (June 2022) meeting. After a discussion on the matter, **ON MOTION BY MR. GINGRAS, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO PROCEED WITH OPTION A AND FOR THE PENSION ADMINISTRATOR TO MAKE NOTIFICATION TO SHERMAN ACTUARIAL OF THE BOARD'S DECISION AND TO PROCEED WITH FINALIZING THE STUDY AND FUNDING SCHEDULE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES.**

**PERAC CORRESPONDENCE:**

**ON MOTION BY MR. LOMASNEY, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE THE FOLLOWING PERAC CORRESPONDENCE:**

PERAC Investment Report 2021

Memo 12-2022 - Forfeiture of Retirement Allowance for Dereliction of Duty by Members

Memo 12-2022 Attachment

Note: *None of the restricted people listed are employed in Peabody*

PERAC Memo 13-2022 - Salary Verification Request

PERAC Memo 14-2022 - Supreme Judicial Court decision in *Vernava II* - Action Required

PERAC Pension Newsflash – James J. Guido Appointed to Commission  
**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES.**

**ATTORNEY SACCO CORRESPONDENCE:**

**ON MOTION BY MR. GINGRAS, 2ND BY MS. TREFRY, IT WAS VOTED UNANIMOUS TO RECEIVE THE FOLLOWING CORRESPONDENCE FROM THE BOARDS ATTORNEY:**

Letter to PMLP on behalf of PRB denying Group Classification for Engineers and Meter Technician II All Client Memo in response to PERAC Memo 14-2022

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES.**

**MISCELLANEOUS:**

In follow up to the Pension Administrator's briefing to the Board of the status of operations, we are experiencing a need for a temporary part time employee, and it was agreed to retain Ms. Hopkins on a part time basis for training of our new Admin Assistant, Traci Masterson, and to help catch up on work lapses due to staffing shortage at the beginning of the year. As the Board is aware the Pension Administrator managed the office without onsite staff for two months at one of the busiest times of the year. Additionally, this has been an unprecedented year with 48 retirement requests to this point including five complex accidental disability retirement requests. **ON MOTION BY MR. GINGRAS, 2ND BY MS. TREFRY, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING AMENDED BUDGET FOR 2022.**

BOARD STIPEND	\$21,000.00
BOARD MEDICARE	\$304.50
STAFF PAYROLL	\$228,007.26
EMERGENCY OFFICE COVERAGE	\$900.00
CITY TREASURER STIPEND	\$1,500.00
LONGEVITY	\$300.00
STAFF MEDICARE	\$3,345.24
STAFF HEALTH INSURANCE	\$9,000.00
INVESTMENT MANAGEMENT FEES	\$800,000.00
LEGAL EXPENSES	\$25,000.00
MEDICAL FEES (DISABILITY APPLICANTS)	\$500.00
PTG CONTRACT	\$39,900.00
BCA CONTRACT	\$600.00
BOARDPAQ CONTRACT	\$2,310.00
ADOBE SUBSCRIPTION	\$250.00
ACTUARIAL SERVICES	\$13,250.00
EDUCATION & TRAINING	\$1,000.00
ADMINISTRATIVE EXPENSES	\$7,500.00
POSTAGE	\$3,500.00
FURNITURE & EQUIPMENT	\$7,000.00
TRAVEL EXPENSES	\$1,000.00
<b>TOTAL</b>	<b>\$1,166,167.00</b>

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES**

**MISCELLANEOUS:**

Underpayment of Retirement Deductions. We have identified three employees that have not had the additional 2% retirement deductions withheld from their pensionable earnings. Mr. Hussein Karim (\$905.99), Ms. Lisa McGoldrick (\$3,333.10), and Mr. Marshall Simpson (\$6,337.42).

We notified each in writing of the cause of the discrepancy and issued options for repayment.

Mr. Hussein is requesting a repayment schedule of 26 pay periods and his request is attached for the Board's approval. Ms. McGoldrick is requesting repayment schedule of three years and her request is attached for the Board's approval. Mr. Simpson is requesting a repayment schedule of two years but has not submitted a formal request to the Board to date.

**ON MOTION BY MR. GINGRAS, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE REPAYMENT SCHEDULES REQUESTED.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES**

**MISCELLANEOUS:**

Underpayment of Retirement Deductions: We have also discovered a payroll discrepancy where the city has been withholding an incorrect amount of retirement deductions from Ms. Leslie George. Only 8% of her pensionable earnings have been deducted instead of the required 9%. Ms. George owes \$4,453.62. Ms. George has requested a repayment schedule over two years and her request is attached for the Board's approval.

**ON MOTION BY MR. GINGRAS, 2ND BY MS. TREFRY, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE REPAYMENT SCHEDULE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES**

**MISCELLANEOUS:**

Attorney Sacco provided the Board with a legal opinion on reinstatement and creditable service for Ms. Karen Mayo, School Department Employee at the May 2022 Meeting.

The Pension Administrator has notified Ms. Mayo in writing on the overview of the events and advising the Retirement Board was not aware of the issue at the time and was not consulted on the reinstatement settlement, and informed Ms. Mayo that in order to adjust her creditable service she must make payment the Peabody Retirement System in the amount of \$508.99.

**ON MOTION BY MR. GINGRAS, 2ND BY MS. TREFRY, IT WAS VOTED UNANIMOUS TO RECEIVE.**

**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES**


**ADJOURN:**


The next regular meeting of the Peabody Retirement Board will be Wednesday, July 20, 2022. The Board will convene at 7:00 a.m. in the Lower-Level Conference Room. **ON MOTION BY MR. GINGRAS, 2ND BY MS. TREFRY, IT WAS VOTED UNANIMOUS TO ADJOURN THE MEETING AT 8:30 A.M.**

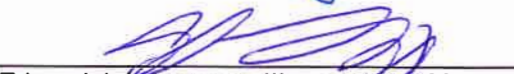
**ON ROLL CALL: MR. GINGRAS-YES, MR. HOGAN-YES, MR. LOMASNEY-YES, MS. TREFRY-YES, MR. YAGJIAN-YES.**

ATTESTED TO BY:

Respectfully submitted:

  
Richard A. Yagjian, Chair

  
James W. Freeman, Pension Administrator

  
Edward J. Lomasney, III, Appointed Member

  
Michael Gingras, Ex-Officio Member

  
Henry Hogan First Elected Member

  
Andrea Trefry, Second Elected Member