

MINUTES

MEETING OF THE PEABODY RETIREMENT BOARD
WEDNESDAY, SEPTEMBER 19, 2018 – 7:00 A.M.

Chairman Yagjian called the meeting to order at 7:00 A.M. Board members present were Ms. Linda Cavallon, Mr. Joseph DiFranco, Mr. Michael Gingras, and Mr. Edward Lomasney.

ON MOTION BY MR. DiFRANCO, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO ACCEPT THE MINUTES OF THE AUGUST 22, 2018 RETIREMENT BOARD MEETING.

SUPERANNUATION RETIREMENT:

The Board reviewed the Application for Voluntary Superannuation Retirement and Choice of Retirement Option Form at Retirement for Patrolman Bowden. **ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE.**

Bruce Bowden Police Officer 62 years old 36 years 2 months 10/01/2018

NEW MEMBERS:

The following candidates for membership have completed their New Member Enrollment Form, Beneficiary Selection Form, been physically cleared, and provided birth certificates for themselves and applicable beneficiaries and **ON MOTION BY MR. LOMASNEY, 2ND BY MR. DiFRANCO, IT WAS VOTED UNANIMOUS TO APPROVE.**

Dorothy Zamakis	School Nurse	Group 1	04/23/2018
Stephanie Hartford	School Clerk	Group 1	08/22/2018
Brian McLaughlin	COA Custodian	Group 1	08/31/2018
Daniel Guitard	PMLP Env. Coordinator	Group 1	09/04/2018
Tammy O'Connor	Paraprofessional	Group 1	09/05/2018
Debra Fawcett	Paraprofessional	Group 1	09/05/2018
Samantha Jolin	SPED Paraprofessional	Group 1	09/05/2018

MEMBER TRANSFERS:

The following members of the Peabody Retirement System having been physically cleared, have transferred to the Peabody Fire Department in the position of Firefighter, Group 4, effective September 10, 2018:

- Steven Linnane transferred from DPW.
- Matthew O'Brien transferred from DPW.
- David Ricci transferred from Police Dispatcher.
- Jonathan Padios transferred from Signal Maintenance, Fire Department.

ON MOTION BY MR. DiFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO APPROVE.

OPTION D SURVIVOR BENEFIT:

Mrs. Karen Meagher, a member in service passed away on 31 August 2018. Her surviving spouse, Mr. Sean Meagher, has elected to receive her member-survivor benefit under MGL 32 §12(d)(2). **ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE.**

WARRANTS:

ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:

#083118	08/31/2018	Pension Payroll	\$1,661,238.82
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ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:

#091318	09/13/2018	Miscellaneous Bills	\$963.48 as follows:
\$174.00 - Bank of America - BoardPaq			
\$199.00 - Calendar Press - Office Supplies			
\$393.00 - Attorney Sacco - Legal Services			
\$174.32 - Michael Hatzipetros - Refund of excess deductions			
\$ 23.16 – W. B. Mason - Office Supplies			

ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:

#091918 09/19/2018 Miscellaneous Bills \$36,756.69 as follows:
 \$36,423.89 - Danvers Retirement System - Nathan Frost Transfer
 \$ 320.00 - MACRS Fall Conference for Board Member Joseph DiFranco
 \$ 12.80 - Maria Richardson - Refund of erroneous deductions

REFUND:

ON MOTION BY MR. GINGRAS, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING REFUND: Mr. Michael Hatzipetros is Peabody Firefighter who is buying back 4 years of military service at a cost of \$22,660.36. He initially requested to buyback his time through payroll deduction. He had one deduction taken in the amount of \$174.32 and he then requested to purchase the service in lump sum by rolling over the funds from an IRA, which was received on August 9, 2018. We must reimburse him the \$174.32 excess that was taken by payroll deduction

ON MOTION BY MR. GINGRAS, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING REFUND: Ms. Maria Richardson is a retiree who works part-time (on call) for the School Department. They took retirement deductions in error totaling 1\$2.80 which will be refunded to her.

TRANSFER:

ON MOTION BY MR. LOMASNEY, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING TRANSFER: Mr. Nathan Frost worked for the Peabody Municipal Light Plant and is transferring to the Danvers Retirement System with 3 years 7 months of creditable service totaling \$36,423.89

BOARD & STAFF PAYROLL:

ON MOTION BY MR. LOMASNEY, 2ND BY MR. DIFRANCO, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING BOARD AND STAFF PAYROLLS TOTALING \$13,269.17:
 8/31/2018 for \$6,844.42 and 9/12/2018 for \$6,424.75

CASH BOOKS:

ON MOTION BY MS. CAVALLON, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE JULY 2018 CASH BOOKS CONTAINING THE FOLLOWING DOCUMENTS:

Pooled fund worksheet and PRIT General Allocation Account #1199
 Cash Receipts Report for the period 1-31 July totaling \$1,411,086.65
 Cash Disbursements Report for the period 1-31 July totaling \$1,676,133.89
 Adjusting Journal Entries for the period 1-31 July totaling \$1,907,445.48
 Trial Balance Report for the period ending 31 July
 General Ledger for the period ending 31 July
 Budget Report for the period ending 31 July
 Treasurer Bank Reconciliation Report - Eastern Bank July 2018
 Eastern Bank Statements (Checking & Payroll) July 2018
 Budget to Actual Expense through 31 July
 Cash Flow Forecast through August 2018

PRIT/PRIM:

ON MOTION BY MS. CAVALLON, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO RECEIVE THE FOLLOWING CORRESPONDENCE:
 July 2018 Summary of Account Activity and Investment Update

PERAC CORRESPONDENCE:

ON MOTION BY MS. CAVALLON, 2ND BY MR. DIFRANCO, IT WAS VOTED UNANIMOUS TO RECEIVE THE FOLLOWING PERAC CORRESPONDENCE:
 PERAC Memo 25/2018 - Allowable Earnings Determination pursuant to GL 32 Section 91A.
 PERAC Memo 26/2018 - Regular Compensation Status of Payments Made In Lieu of Unused Leave Time.
 PERAC Memo 27/2018 - Direct Deposit Scam
 Copy of letter to Fire Chief Pasdon regarding restoration to service for Mr. Eric Harrison.

MISCELLANEOUS:

- **Request for Proposal (RFP) for Actuarial Services:**

The contract with Sherman Actuarial Services expires on January 31, 2019. The Pension Administrator prepared and submitted to the Board for approval, an RFP seeking proposals from qualified actuarial firms for a period of seven years. Once approved, the notice will be posted in a local newspaper for a minimum of two weeks, posted on the Commonwealth of Massachusetts Goods and Services web page, PERAC RFP web page, and within Peabody City Hall. The submission deadline is October 31, 2018. **ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE.**

- **Attorney Sacco Correspondence:**

Status update on Worcester Regional Retirement Board et al. (Peabody Retirement Board) v. PERAC, Supreme Judicial Court for Suffolk County in the Vernava matter.

Status update on the O'Leary decision by CRAB. Attorney Sacco has advised that O'Leary and PERAC have filed their respective complaints on CRAB's decision. In the interim of a final decision he recommends Boards not allow vacation sell back to be included as compensation for retirement, which Peabody does not.

Attorney Opinion on PERAC Memo 26/2018 in the O'Leary decision in which PERAC instructs retirement boards to continue to evaluate vacation buyback pursuant to PERAC Memo 39/2012. Attorney Sacco reports PERAC guidance is incorrect.

- **Fall 2018 MACRS Conference:**

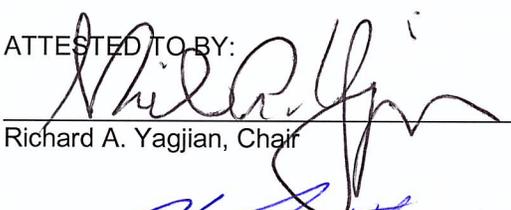
Mr. DiFranco has requested to attend the Fall 2018 MACRS Conference in Springfield, MA. The Pension Administrator has also expressed interest in attending a few of the sessions. The dates are 30 September through 3 October 2018. **ON MOTION BY MS. CAVALLON, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE.**

- **October Retirement Board Meeting:**

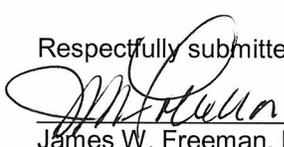
The next regular scheduled meeting of the Peabody Retirement Board will be Wednesday, October 17, 2018 at 7:00 a.m. in the Lower Level Conference Room, Peabody City Hall.

ON MOTION BY MR. LOMASNEY, 2ND BY MS. CAVALLON IT WAS VOTED UNANIMOUS TO ADJOURN THE MEETING AT 7:20 A.M.

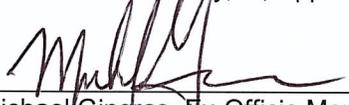
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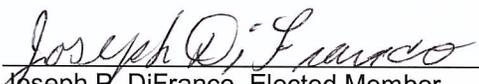

Richard A. Yagjian, Chair

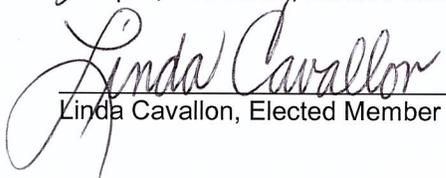
Respectfully submitted:


James W. Freeman, Pension Administrator


Edward J. Lomasney, III, Appointed Member


Michael Gingras, Ex-Officio Member


Joseph F. DiFranco, Elected Member


Linda Cavallon, Elected Member