

MINUTES

MEETING OF THE PEABODY RETIREMENT BOARD TUESDAY, MAY 21, 2019 – 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 MS. CAVALLON, 2ND BY MR. DIFRANCO, IT WAS VOTED UNANIMOUS TO ACCEPT THE MINUTES OF THE APRIL 16, 2019, RETIREMENT BOARD MEETING.

SUPERANNUATION RETIREMENT:

The Board reviewed the Application for Voluntary Superannuation Retirement and Choice of Retirement Option Form at Retirement submitted for the following members and **ON MOTION BY MR. DIFRANCO, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE.**

Kim-Marie Brisbois	Paraprofessional	60 years old	16 years 7 months	06/14/2019
Linda Quigley	Paraprofessional	55 years old	16 years 9 months	06/21/2019
Barry Osborne	City Council	65 years old	16 years	07/01/2019
Mark Manning	Fire Lieutenant	62 years old	29 years 1 month	07/09/2019
Ralph Ruocco	ROTC Instructor	65 years old	19 years 4 months	09/01/2019

SUPERANNUATION RETIREMENT DATE AMENDMENT:

Ms. Cynthia Ransom has requested to amend her previously approved superannuation retirement date from May 25, 2019 until July 7, 2019. The Board approved Ms. Ransom's retirement request at the April 2019 meeting. **ON MOTION BY MS. CAVALLON, 2ND BY MR. DIFRANCO, IT WAS VOTED UNANIMOUS TO AMEND MS. RANSOM'S SUPERANNUATION RETIREMENT TO BE EFFECTIVE JULY 7, 2019.**

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 MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE.**

Mark Menard	Asst. Building Inspector	Group 1	04/01/2019
Kiersten Merlino	Parks & Rec Coordinator	Group 1	04/22/2019

BUYBACK:

Ms. Jean Kelley works for the School Department. She is requesting to make up time she worked over 20 hours between September 2002 and September 2017 with an aggregate of 4 years 4 months of creditable service totaling \$9,826.86.

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

REFUNDS:

Ms. Kelly Anderson is a former employee of the School Department with 5 months of creditable service. She is requesting a refund of her accumulated deductions in the amount of \$419.58.

Ms. Edith Basora is a former employee of the School Department with 3 years 7 months of creditable service. She is requesting a refund of her accumulated deductions in the amount of \$4,635.41.

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

ROLLOVER:

Mr. Kenneth Grayton is a former employee of the School Department with 4 years 11 months of creditable service. He is requesting to rollover his accumulated deductions in the amount of \$24,102.15 to an IRA with TD Ameritrade. **ON MOTION BY MS. CAVALLON, 2ND BY MR. DIFRANCO, IT WAS VOTED UNANIMOUS TO APPROVE.**

TRANSFER:

Ms. Amy Cassidy was a paraprofessional with the School Department. She is transferring to the Mass Teachers Retirement System with 4 years 1 month of creditable service totaling \$6,520.15. **ON MOTION BY MR. DIFRANCO, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE THE TRANSFER.**

WARRANTS:

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

#042619	04/26/2019	Pension Payroll	\$1,662,742.65
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ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING WARRANT:

#051519	05/15/2019	IRS Withholding	\$1,011.00
		\$927.08 - Edith Basora Refund	
		\$ 83.92 - Kelly Anderson Refund	

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

#051619	05/16/2019	Miscellaneous Bills	\$50,789.04 as follows:
		\$ 174.00 - Bank of America - Boardpaq	
		\$ 3,708.33 - Edith Basora Refund	
		\$ 335.66 - Kelly Anderson Refund	
		\$12,919.15 - 3(8)(c) - MA Turnpike Authority Retirement System	
		\$ 6,520.15 - Mass Teachers Retirement System - Amy Cassidy Transfer	
		\$ 2,500.00 - Sherman Actuarial - GASB Study	
		\$24,102.15 - TD Ameritrade - Ken Grayton Rollover	
		\$ 301.76 - Thomas Rueters/West Law - MGL Chapter 32 Update	
		\$ 227.84 - W.B. Mason - Office Supplies	

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

#052319	05/23/2019	Miscellaneous Bills	\$115,932.28 as follows:
		\$ 1,418.39 - City of Peabody - IRS Refund 945	
		\$114,513.89 - 3(8)(c) - State Retirement System	

BOARD & STAFF PAYROLL:

ON MOTION BY MR. DIFRANCO, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING BOARD AND STAFF PAYROLLS TOTALING \$13,329.91:

04/24/2019 for \$6,428.54 and 05/08/2019 for \$6,901.37.

CASH BOOKS:

ON MOTION BY MR. LOMASNEY, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE MARCH 2019 CASH BOOKS CONTAINING THE FOLLOWING DOCUMENTS:

Pooled fund worksheet and PRIT General Allocation Account Market Value of \$153,154,392.23
 Cash Receipts Report for the period 1-31 March totaling \$2,104,301.00
 Cash Disbursements Report for the period 1-31 March totaling \$1,797,774.49
 Adjusting Journal Entries for the period 1-31 March totaling \$3,360,771.69
 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 March 2019
 Eastern Bank Statements (Checking & Payroll) March 2019
 Budget to Actual Expense through 31 March
 Cash Flow Forecast through April 2019

PERAC CORRESPONDENCE:

ON MOTION BY MR. DIFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO RECEIVE THE FOLLOWING PERAC CORRESPONDENCE:

PERAC Memo 15/2019 – Application for a Waiver of Education Restrictions

PERAC Memo 16/2019 – Cash Book Submissions

PERAC Pension Newsflash – Judith Corrigan has been appointed as PERAC General Counsel

PRIT/PRIM:

ON MOTION BY MR. GINGRAS, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO RECEIVE THE FOLLOWING PRIT AND PRIM REPORTS AND CORRESPONDENCE:

March 2019 PRIT Summary of Account Activity and Investment Update totaling \$153,154,392.23

PRIM Performance Update – March 2019

PRIT Redemption – 1 May 2019 for \$1,500,000.00

Email from PRIT with accompanying enclosures for the GASB 67 and 68 disclosure requirements

MISCELLANEOUS:

GASB 67 and GASB 68 Reports. Sherman Actuarial has completed the Actuarial Valuation Report for the period ending 31 December 2018. After a review and discussion of the contents of the reports, **ON MOTION BY MS. CAVALLON, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO RECEIVE.**

MISCELLANEOUS:

Attorney Sacco Correspondence. Attorney Sacco has provided the Board with a copy of House Docket Number 24 (H24) and informs the Board that PERAC has filed H24 which, if passed, will essentially overturn the Massachusetts Supreme Judicial Court's *Vernava* decision. **ON MOTION BY MR. DIFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO RECEIVE.**

MISCELLANEOUS:

Eastern Bank Online Banking Platform: Eastern Bank has sent several email communications to the Treasurer informing they are converting to a new online banking system. They have assigned a conversion specialist to conduct a web-based training session on the product on May 28. The migration to the new platform will occur on 3 June. **ON MOTION BY MR. LOMASNEY, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO RECEIVE.**

MISCELLANEOUS:

Salem News Articles: The Salem News ran articles on 8 May and 10 May – Mayor Floats Early Retirement Program, and Mayor Bettencourt on City FY20 Budget. These articles raised a flurry of inquiries on the program from city employees. We have since been assured there is no early

retirement incentive being offered to city employees at this time. **ON MOTION BY MS. CAVALLON, 2ND BY MR. DIFRANCO, IT WAS VOTED UNANIMOUS TO RECEIVE.**

MISCELLANEOUS:

2019 COLA Increase Review: Mr. DiFranco has requested a calculation for a 3% COLA increase effective July 1, 2019. Those calculations are submitted to the Board for review. **ON MOTION BY MR. DIFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO APPROVE A COLA INCREASE OF 3% EFFECTIVE JULY 1, 2019.**

MISCELLANEOUS:

COLA Base of \$13,000.00: Mr. DiFranco has requested a calculation for a 3% COLA increase effective January 1, 2020. **ON MOTION BY MR. DIFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO TABLE UNTIL THE SEPTEMBER 2019 MEETING.**

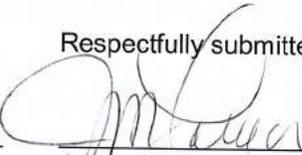
NEW BUSINESS:

June 2019 Retirement Board Meeting: The next regular meeting of the Peabody Retirement Board will be Tuesday, June 18, 2019. The Board will convene at 7:00 a.m. in the Lower Level Conference Room of Peabody City Hall. **ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS IT WAS VOTED UNANIMOUS TO ADJOURN THE MEETING AT 7:35 A.M.**

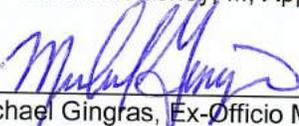
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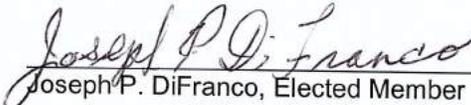

Richard A. Yagjian, Chair

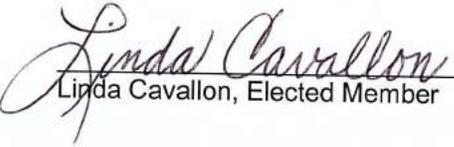
Respectfully submitted:


James W. Freeman, Pension Administrator


Edward J. Lomasney, III, Appointed Member


Michael Gingras, Ex-Officio Member


Joseph P. DiFranco, Elected Member


Linda Cavallon, Elected Member