

MINUTES**MEETING OF THE PEABODY RETIREMENT BOARD
WEDNESDAY, APRIL 22, 2020**

Chairman Yagjian called the meeting to order at 7:00 A.M. Board members participating were Ms. Linda Cavallon, Mr. Joseph DiFranco, Mr. Michael Gingras, and Mr. Edward Lomasney. As allowed by Governor Baker's Executive Order Suspending Certain Provisions of the Open Meeting Law, dated March 12, 2020 and PERAC Memo 15/2020, all Board Members participated remotely.

ON MOTION BY MR. DiFRANCO, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO ACCEPT THE MINUTES OF THE MARCH 18, 2020 , RETIREMENT BOARD MEETING.

ON ROLL CALL: MS. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

NEW MEMBERS:

The following candidate for membership has completed a New Member Enrollment Form, Beneficiary Selection Form, been physically cleared, and provided birth certificate for herself and applicable beneficiary :

Sara Martinez School IT Support Group 1 03/23/2020

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

ON ROLL CALL: MS. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

REFUND:

Mr. Aaron McNabb is a former employee from the School Department with 8 months of creditable service. He is requesting a refund of his accumulated deductions totaling \$756.90. **ON MOTION BY MR. DiFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO APPROVE.**

ON ROLL CALL: MS. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

TRANSFER:

Mr. Vasiliki Lagoniannis works for the School Department and is transferring to the Massachusetts Teachers Retirement System with 2 years 5 months of creditable service totaling \$8,576.07.

Ms. Michelle Zellen is a Police Dispatcher and is transferring to the Saugus Retirement System with 5 years 11 months of creditable service totaling \$24,649.37. **ON MOTION BY MS. CAVALLON, 2ND BY MR. DiFRANCO, IT WAS VOTED UNANIMOUS TO APPROVE.**

ON ROLL CALL: MS. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

WARRANTS:

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

#032720 03/27/2020 Pension Payroll \$1,744,571.33

ON ROLL CALL: MS. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

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

#041620 04/16/2020 Miscellaneous Bills \$49,061.72 as follows:

\$ 756.90 - Aaron McNabb, Member Refund

\$ 174.90 - Bank of America – BoardPaq

\$ 13,720.42 - 3(8)(C) Essex Regional Retirement System

\$ 8,576.07 - Member Transfer to MTRS – Vasiliki Lagoniannis

\$ 24,649.37 - Member Transfer to Saugus Retirement System - Michelle Zellen

\$ 1,184.06 - 3(8)(C) Saugus Retirement System

ON ROLL CALL: MS. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

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

#041720 04/17/2020 IRS Withholding – Aaron McNabb \$189.23

ON ROLL CALL: MS. CAVALLON-YES, MR. DIFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

BOARD & STAFF PAYROLL:

ON MOTION BY MS. CAVALLON, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO APPROVE THE FOLLOWING BOARD AND STAFF PAYROLLS TOTALING \$13,862.79:

03/25/2020 for \$6,843.19 and 04/08/2020 for \$6,839.57

ON ROLL CALL: MS. CAVALLON-YES, MR. DIFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

CASH BOOKS:

ON MOTION BY MR. DIFRANCO, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE JANUARY 2020 CASH BOOKS CONTAINING THE FOLLOWING DOCUMENTS:

Pooled fund worksheet and PRIT General Allocation Account Market Value of \$163,940,520.09
 Cash Receipts totaling \$2,36,058.88
 Cash Disbursements totaling \$3,506,040.78
 Adjusting Journal Entries totaling \$912,465.98
 Trial Balance Report for the period ending 31 January
 General Ledger for the period ending 31 January
 Budget Report for the period ending 31 January
 Treasurer Bank Reconciliation Report - Eastern Bank January 2020
 Eastern Bank Statements (Checking & Payroll) January 2020
 Budget to Actual Expense through 31 January 2020
 Cash Flow Forecast through 29 February 2020

ON ROLL CALL: MS. CAVALLON-YES, MR. DIFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

ON MOTION BY MR. DIFRANCO, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE FEBRUARY 2020 CASH BOOKS CONTAINING THE FOLLOWING DOCUMENTS:

Pooled fund worksheet and PRIT General Allocation Account Market Value of \$158,563,666.93
 Cash Receipts totaling \$1,933,024.62
 Cash Disbursements totaling \$3,616,061.56
 Adjusting Journal Entries totaling \$6,166,005.93
 Trial Balance Report for the period ending 29 February
 General Ledger for the period ending 29 February
 Budget Report for the period ending 29 February
 Treasurer Bank Reconciliation Report - Eastern Bank February 2020
 Eastern Bank Statements (Checking & Payroll) February 2020
 Budget to Actual Expense through 29 February 2020
 Cash Flow Forecast through 31 March 2020

PERAC CORRESPONDENCE:

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

PERAC Memo 17-2020 – Coronavirus Update

NOTE: Mr. DiFranco's term expires on June 30, 2020. A Notice of Election was forwarded to all retirees and employees on March 11, 2020, before the current impacts of the Coronavirus. PERAC recommends Boards should weigh the realities of gathering signatures, closed board offices, etc. prior to initiating an election and for ongoing elections, the board may need to consider expanding deadlines within the election cycle to address current limitations. PERAC Legal Unit has an across the board recommendation that boards postpone elections, and that can it be postponed indefinitely, and the incumbent continues to

serve until a qualification of a successor. Given the fact that over 1200 Notice of Elections have already been forwarded to employees and retirees well over a month ago, and the amount of work and cost involved, the Board has decided to let the election stand.

PERAC Memo 18-2020 - Mandatory Retirement Board Member Training - 2nd Quarter 2020

PERAC Memo 19-2020- Tobacco Company List

PERAC Memo 20-2020 - Coronavirus Update

PERAC Memo 21-2020 - Post Retirement Restrictions During the State of Emergency

Medical Panels - Telemedicine. PERAC hosted a teleconference on Friday, 17 April on the status of providing medical panels for disability retirements. (currently a backlog of over 100). In order to expedite the process during the COVID crisis, they have approved (with concurrence of Employee, Employer, and Retirement Board) medical panels by teleconference. Peabody does not have any medical panels scheduled at this time.

ON ROLL CALL: Ms. CAVALLON-YES, MR. DiFRANCO-PRESENT, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

PRIT/PRIM:

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

PRIM Value Report – February 2020

PRIM Performance Update – February 2020

PRIM Update and Webcast – Market Volatility

ON ROLL CALL: Ms. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

MISCELLANEOUS:

Attorney Sacco's Correspondence. Attorney Sacco correspondence to Middlesex Superior Court requesting the lift of the stay in the Vernava Matter, Worcester Regional Retirement Board, et. al. v. PERAC, CA No. 1981CV00602, as the parties are unable to resolve their dispute. The Board will recall Peabody is one of the 5 boards represented by Attorney Sacco and that in June 2019 the Court granted the stay. **ON MOTION BY Ms. CAVALLON, 2ND BY MR. LOMASNEY, IT WAS VOTED UNANIMOUS TO RECEIVE.**

ON ROLL CALL: Ms. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

MISCELLANEOUS:

New Employee Physical Examinations. The Human Resources Director is reporting the need to potentially hire new employees soon, but they are not able to obtain pre-employment physical examinations during the state of emergency resultant from COVID-19 (Coronavirus). They are seeking to hire conditionally upon the applicant passing a physical at a future point in time when medical facilities are again performing that function. **ON MOTION BY MR. GINGRAS, 2ND BY Ms. CAVALLON, IT WAS VOTED UNANIMOUS TO APPROVE THE CONDITIONAL ONBOARDING OF NEW POTENTIAL EMPLOYEES WITH THE PROVISION THEY SUBMIT TO AND PASS A PHYSICAL EXAMINATION AT THE EARLIEST OPPORTUNITY AFTER THE RESTRICTIONS IN PLACE BY COVID-19 ARE LIFTED. HOWEVER, FOR THE SAFETY OF ALL EMPLOYEES AND THE GENERAL PUBLIC, THE BOARD STRONGLY RECOMMENDS ANY POTENTIAL NEW EMPLOYEE BE TESTED FOR THE CORONAVIRUS BEFORE BEING HIRED. THE RELAXATION OF PRE-EMPLOYMENT PHYSICAL EXAMINATIONS IS A TEMPORARY MEASURE AND SHALL CEASE AFTER THE COVID-19 STATE OF EMERGENCY HAS CEASED.**

ON ROLL CALL: Ms. CAVALLON-YES, MR. DiFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

MISCELLANEOUS:

The Annual Statement of the Financial Condition of the Peabody Retirement System for the period ending December 31, 2019 was submitted to the Board. The Statement was reviewed and accepted. Given the Board met via teleconference it was not signed during the meeting. Once the current restrictions in place by COVID-19 are rescinded, the Annual Statement will be signed by all board members and forwarded to PERAC. **ON MOTION BY Ms. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO RECEIVE AND APPROVE THE 2019 ANNUAL STATEMENT.**

ON ROLL CALL: MS. CAVALLON-YES, MR. DIFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

MISCELLANEOUS:

Salem News Article regarding former City Treasurer admission of violating conflict of interest laws and being fined a \$50,000.00 civil penalty. Following a discussion as to whether the former Treasurer's actions rise to the level of review for dereliction of duty during her employment as outlined by PERAC MEMO 22/2016, and **ON MOTION BY MS. CAVALLON, 2ND BY MR. GINGRAS, IT WAS VOTED UNANIMOUS TO FORWARD THE MATTER TO ATTORNEY SACCO FOR A LEGAL OPINION AND RECOMMENDATION.**

ON ROLL CALL: MS. CAVALLON-YES, MR. DIFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

NEW BUSINESS:

The next regular meeting of the Peabody Retirement Board will be Wednesday, May 20, 2020. The Board will convene at 7:00 a.m. by remote participation. In the event the restrictions of COVID-19 are lifted, the meeting may take place in the Lower Level Conference Room of Peabody City Hall.

ON MOTION BY MR. DIFRANCO, 2ND BY MS. CAVALLON, IT WAS VOTED UNANIMOUS TO ADJOURN THE MEETING AT 7:30 A.M.

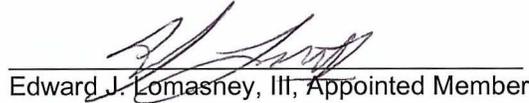
ON ROLL CALL: MS. CAVALLON-YES, MR. DIFRANCO-YES, MR. GINGRAS-YES, MR. LOMASNEY-YES, MR. YAGJIAN-YES.

ATTESTED TO BY:

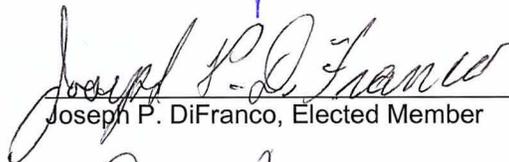
Respectfully submitted:

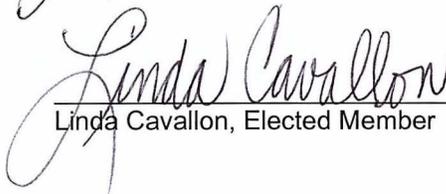

Richard A. Yagjian, Chair


James W. Freeman, Pension Administrator


Edward J. Lomasney, III, Appointed Member


Michael Gingras, Ex-Officio Member


Joseph P. DiFranco, Elected Member


Linda Cavallon, Elected Member