

**MINUTES OF THE
MIDDLESEX COUNTY RETIREMENT BOARD MEETING
February 16, 2017**

1. A Meeting of the Middlesex County Retirement Board was held on Thursday, February 16, 2017.
2. Members present: Thomas F. Gibson, Esq., Chairman
Brian P. Curtin, Vice Chairman
John Brown, Elected Member
Robert W. Healy, Appointed Member
Joseph W. Kearns, Elected Member
3. On Motion duly made by Mr. Healy, Seconded by Mr. Brown, it was Moved to approve the expenses of the Middlesex County Retirement System:
Retirement office payrolls for the month of January 2017, benefits for contributory retirees and new retirees for the month of January 2017, including travel expenses, expenses for professional services, and legal services as required. It was further moved to authorize payment vouchers to be drawn by Chen Ching Lee or Lisa Maloney authorizing and directing the Treasurer/Custodian to make the above payments in the amount indicated on said vouchers from the funds of the Middlesex County Retirement System.
4. The Minutes of the Retirement Board Meeting held on January 18, 2017, were presented to the Board for their review and approval and On Motion duly made by Mr. Healy, Seconded by Mr. Brown, it was Moved to approve the Minutes of the Retirement Board Meetings outlined above.

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5. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED THAT THE FOLLOWING APPLICATIONS FOR SUPERANNUATION RETIREMENTS BE ACCEPTED AND PROCESSED AS PROVIDED UNDER SECTION 5, CHAPTER 32, MASSACHUSETTS GENERAL LAWS:

| | NAME | | UNIT | RETIREMENT DATE | APPLICATION DATE | ANTICIPATED PAYMENT DATE |
|----|-----------|-----------|------------------|--------------------|---------------------|-----------------------------|
| 1 | Joni | Silveria | Littleton | 2/27/2017 | 1/12/2017 | Mar-17 |
| 2 | Audree | Byrnes | Weston | 1/10/2017 | 1/12/2017 | Mar-17 |
| 3 | Shay | Bailey | Ashland | 12/15/2016 | 1/13/2017 | Mar-17 |
| 4 | Gerald | Davis | Carlisle | 1/3/2017 | 1/13/2017 | Mar-17 |
| 5 | Edward | Wirtanen | Hopkinton | 3/17/2017 | 1/17/2017 | Apr-17 |
| 6 | Brenda | O'Donnell | MCRS | 2/7/2017 | 1/23/2017 | Mar-17 |
| 7 | Jennifer | Donaldson | Lincoln | 1/27/2017 | 1/23/2017 | Mar-17 |
| 8 | Helen | Chambers | Tewksbury | 3/31/2017 | 1/24/2017 | Apr-17 |
| 9 | Irene | Mahoney | Billerica | 2/28/2017 | 1/25/2017 | Mar-17 |
| 10 | Bernard | Doiron | Littleton | 1/31/2017 | 1/26/2017 | Mar-17 |
| 11 | Susan | Palcfsky | Ashland | 2/27/2017 | 1/26/2017 | Mar-17 |
| 12 | Jeanne | LeGallo | Billerica | 2/28/2017 | 1/27/2016 | Mar-17 |
| 13 | Nickolas | Cincevich | Chelmsford | 3/21/2017 | 1/26/2017 | Mar-17 |
| 14 | Marie | Burns | Billerica | 3/3/2017 | 1/30/2017 | Mar-17 |
| 15 | Jose | Andrade | Hudson | 3/30/2017 | 1/31/2017 | Apr-17 |
| 16 | Paul | Bolz | Billerica | 5/1/2017 | 5/1/2017 | May-17 |
| 17 | Madeleine | Mullin | Weston | 2/28/2017 | 2/2/2017 | Mar-17 |
| 18 | John | Moore | Holliston | 4/5/2017 | 2/2/2017 | Apr-17 |
| 19 | Joan | Todisco | Dracut | 1/31/2017 | 2/3/2016 | Mar-17 |
| 20 | Edward | Stevens | Ayer Shirley RSD | 5/31/2017 | 2/7/2017 | Jun-17 |
| 21 | Dennis | Ring | Acton | 5/10/2017 | 2/8/2017 | Jun-17 |

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6. ON A MOTION DULY MADE BY MR. HEALY, SECONDED BY MR. BROWN, IT WAS VOTED TO RECORD THE APPROVAL BY PERAC ON THE FOLLOWING SUPERANNUATION RETIREMENT ALLOWANCE AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER SECTION 5, CH.32, MASSACHUSETTS GENERAL LAWS.

| | | NAME | UNIT | RETIREMENT DATE | RETIREMENT OPTION | AMOUNT |
|---|---------|----------|----------------|--------------------|----------------------|------------|
| 1 | David | Shane | Hopkinton | 12/31/2016 | C | \$4,086.48 |
| 2 | Richard | Day | Chelmsford | 1/4/2017 | C | \$5,863.65 |
| 3 | James | Fallon | Greater Lowell | 1/2/2017 | C | \$2,914.53 |
| 4 | Bonnie | Davidson | Hopkinton | 1/2/2017 | C | \$1,481.61 |
| 5 | Susan | Lavoie | Westford | 12/24/2016 | C | \$1,310.28 |

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7. ON A MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. HEALY, IT WAS VOTED TO RECORD THE CALCULATIONS WAIVED UNDER MGL, CHAPTER 32, SECTION 21(A) BY PERAC. ON THE FOLLOWING SUPERANNUATION RETIREMENT ALLOWANCE AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER MGL, CHAPTER 32, SEC. 5

| | NAME | | UNIT | RETIREMENT DATE | RETIREMENT OPTION | AMOUNT |
|----|----------|----------------|---------------|--------------------|----------------------|------------|
| 1 | Artur | Chaves | Hudson | 12/30/2016 | B | \$1,386.85 |
| 2 | Gertrude | Halpin | Ayer Shirley | 1/3/2017 | A | \$1,365.18 |
| 3 | Lynda | Bailey | Bedford | 1/1/2017 | B | \$624.64 |
| 4 | Timothy | Madden | Tyngsborough | 12/7/2016 | B | \$6,633.22 |
| 5 | Joseph | Walker | Westford | 12/31/2016 | B | \$5,248.44 |
| 6 | Robert | Frongillo, Jr. | Wilmington | 1/6/2017 | C | \$2,734.77 |
| 7 | Richard | Silver | Lincoln | 1/1/2017 | C | \$1,980.09 |
| 8 | Yih-Bing | Yu | Billerica | 12/31/2016 | C | \$445.41 |
| 9 | Robert | Little | Tewksbury | 1/5/2017 | C | \$4,231.50 |
| 10 | Dwight | Detillion | Shirley | 12/31/2016 | C | \$381.51 |
| 11 | Dennis | Mulligan | Westford | 12/31/2016 | A | \$1,233.96 |
| 12 | Lawrence | Allen | Ashland | 12/26/2016 | C | \$1,413.57 |
| 13 | Karen | Smolski | Burlington | 11/9/2016 | C | \$1,022.67 |
| 14 | James | Bruce | Tewksbury | 12/14/2016 | C | \$3,346.80 |
| 15 | Donna | McKenna | Tewksbury | 12/31/2016 | C | \$648.24 |
| 16 | John | Mistretta | Sudbury | 12/30/2016 | B | \$2,063.98 |
| 17 | Sharon | Coss | Groton | 12/19/2016 | A | \$1,737.58 |
| 18 | Armand | Marion | Burlington | 12/2/2016 | B | \$4,653.99 |
| 19 | Gail | Dow | Acton Boxboro | 11/7/2016 | B | \$510.26 |
| 20 | Samuel | Bell | Acton | 12/17/2016 | A | \$4,065.78 |
| 21 | Sandra | Collins | Westford | 1/4/2017 | C | \$5,552.01 |

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8. ON MOTION DULY MADE BY MR. CURTIN, SECONDED, BY MR. BROWN, IT WAS VOTED TO RECORD THE APPROVAL BY P.E.R.A.C. ON THE FOLLOWING ACCIDENTAL DISABILITY RETIREMENT ALLOWANCE AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER SECTION 7, CHAPTER 32, MASSACHUSETTS GENERAL LAWS.

| NAME | UNIT | RETIREMENT DATE | RETIREMENT OPTION | AMOUNT | |
|------------|-----------|--------------------|----------------------|--------|------------|
| 1 John | Arsenault | Hudson | 12/3/2015 | A | \$2,891.87 |
| 2 Theodore | Matte | Dracut | 3/17/2016 | B | \$2,373.92 |
| 3 John | Getman | Dracut | 10/6/2016 | C | \$3,610.56 |
| 4 Joseph | Schiripo | Dracut | 3/18/2016 | A | \$3,021.52 |
| 5 Lawrence | Gilbert | Tewksbury | 11/3/2016 | A | \$4,078.75 |

9. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED THAT THE FOLLOWING LIST OF APPLICANTS BE ACCEPTED FOR MEMBERSHIP IN THE MIDDLESEX RETIREMENT SYSTEM. EACH HAS BEEN CHECKED IN REGARD TO DATE OF BIRTH AND OTHER NECESSARY INFORMATION.

EACH ONE MEETS THE REQUIREMENT OF THE LAW, AND EACH QUALIFIES FOR MEMBERSHIP.

| | NAME | UNIT | % OF DEDUCTIONS/ GRP | MILITARY (Y/N) | DATES |
|----|-------------------------------------|-------------------------|----------------------------|-------------------|-----------------|
| 1 | HATCH, JONATHAN E. (0576) | ACTON | 9%-1 | N | |
| 2 | HAVERS, SHAWN A. (5130) | ACTON | 9%-1 | N | |
| 3 | O'LEARY, THERESA M. (5628) | ACTON | 9%-1 | N | |
| 4 | TAYLOR, ZACHARY A. (7992) | ACTON | 9%-4 | N | |
| 5 | WIGGINS, RODERICK M. (1207) | ACTON | 9%-4 | N | |
| 6 | MELANSON, JAMES A (4323) | ACTON/BOXBOROUGH | 9%-1 | N | |
| 7 | EWALD, CHRISTINA A. (3846) | ASHBY | 9%-1 | N | |
| 8 | ANDEXLER, NICHOLAS M. (9458) | ASHLAND | 9%-1 | N | |
| 9 | DROUIN, KAYLEE M. (5959) | ASHLAND | 9%-1 | N | |
| 10 | HEALY, SHAUNA M. (4624) | ASHLAND | 9%-1 | N | |
| 11 | LEBLANC, BRENDA J. (2332) | ASHLAND | 9%-1 | N | |
| 12 | MCADAMS, RYAN H. (8167) | ASHLAND | 9%-1 | N | |
| 13 | MCCLEMENTS, BRIGETTE T. (7573) | ASHLAND | 9%-1 | N | |
| 14 | SHADRA, JYOTI (1006) | ASHLAND | 9%-1 | N | |
| 15 | MCCARTHY, CAILEY E (0412) | AYER | 9%-1 | N | |
| 16 | POITRAS, JANET L (8386) | AYER | 9%-1 | N | |
| 17 | MANOIAN, ALAN S (2568) | AYER | 9%-1 | N | |
| 18 | PAQUETTE, GINA M. (8373) | AYER/SHIRLEY | 9%-1 | N | |
| 19 | STERN, STEVEN M. (3152) | AYER/SHIRLEY | 9%-1 | N | |
| 20 | CARTER, LAURA C. (2265) | BEDFORD | 9%-1 | N | |
| 21 | GARNACHE, ELAINE M. (4011) | BEDFORD | 9%-1 | N | |
| 22 | KENNEDY-MACDOUGALL, ASHLEY T. (8 | BEDFORD | 9%-1 | N | |
| 23 | CRAVEN, KELLY J. (1656) | BEDFORD | 9%-1 | N | |
| 24 | ELLS, ELIZABETH T. (6659) | BILLERICA | 9%-1 | N | |
| 25 | LONGO, CHRISTINE (5981) | BILLERICA | 9%-1 | N | |
| 26 | SARGENT, MICHAEL D. (4565) | BILLERICA | 9%-4 | N | |
| 27 | BOUTIN, KANDACE J. (0446) | BURLINGTON | 9%-1 | N | |
| 28 | CALICCHIO, DOMINIC A. (8005 | BURLINGTON | 9%-4 | N | |
| 29 | DEFILIPPO, CHRISTINE J. | BURLINGTON | 9%-1 | N | |
| 30 | KATZ, LAUREN R. (6064) | BURLINGTON | 9%-1 | N | |
| 31 | NIEMY, MOLLY T. (2653) | BURLINGTON | 9%-1 | N | |
| 32 | PIACITELLI, ASHLEY-ELIZABETH D. (09 | BURLINGTON | 9%-1 | N | |
| 33 | GILLIGAN BROGHAN J. (3967) | CARLISLE | 9%-1 | N | |
| 34 | TRAINOR, ERIN M. (7643) | CHELMSFORD | 9%-1 | N | |
| 35 | TSE, MELISSA O. (2190) | CHELMSFORD | 9%-1 | N | |
| 36 | ZOUZAS, DESPENA E. (3782) | CHELMSFORD | 9%-1 | N | |
| 37 | DEMPSTER, SARA E. (7572) | CHELMSFORD | 9%-1 | N | |
| 38 | BOURAS, WANDA I. (1791) | CHELMSFORD HOUSING AUT | 9%-1 | N | |
| 39 | MORRIS, CHRISTOPHER S. (6090) | CHELMSFORD HOUSING AUT | 9%-1 | Y | 01/2007-01/2011 |
| 40 | LANTEIGNE, BRIAN D. (3522) | DRACUT | 9%-4 | N | |
| 41 | SWAN, KATHERINE (2683) | EAST MIDDLESEX MOSQUITC | 9%-1 | N | |
| 42 | CHAMPA, APRIL J (7612) | GREATER LOWELL | 9%-1 | N | |
| 43 | DANTI, SAMANTHA K (1015) | GROTON | 9%-1 | N | |
| 44 | COFFIN, CHRISTOPHER (7503) | HOLLISTON | 9%-1 | N | |
| 45 | FRANK, MARK L. (8531) | HOLLISTON | 9%-1 | N | |
| 46 | LEFEBVRE, AMANDA L. (4134) | HOLLISTON | 9%-1 | N | |

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9. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED THAT THE FOLLOWING LIST OF APPLICANTS BE ACCEPTED FOR MEMBERSHIP IN THE MIDDLESEX RETIREMENT SYSTEM. EACH HAS BEEN CHECKED IN REGARD TO DATE OF BIRTH AND OTHER NECESSARY INFORMATION.

EACH ONE MEETS THE REQUIREMENT OF THE LAW, AND EACH QUALIFIES FOR MEMBERSHIP.

| | NAME | UNIT | % OF DEDUCTIONS/ GRP | MILITARY (Y/N) | DATES |
|----|--------------------------------|-------------------|----------------------------|-------------------|-------|
| 47 | LYVER, BRENDON M (4229) | HOPKINTON | 9%-4 | N | |
| 48 | PEPPERSACK, ALANA (8323) | HOPKINTON SCH | 9%-1 | N | |
| 49 | BROCHE, BRIEN E. (3776) | HUDSON | 9%-1 | N | |
| 50 | GONZALEZ, STEPHANIE R. (2366) | HUDSON | 9%-1 | N | |
| 51 | HAMPARIAN, HAYLEY N. (0240) | HUDSON | 9%-1 | N | |
| 52 | MAILLET, NATHAN A. (2597) | HUDSON | 9%-1 | N | |
| 53 | SANSEVERO, BRIAN K. (9927) | HUDSON | 9%-1 | N | |
| 54 | SOUSA, SAMANTHA E. (0809) | HUDSON | 9%-1 | N | |
| 55 | CUNNINGHAM, DANIEL L. (6630) | HUDSON | 9%-1 | N | |
| 56 | NATHAL, MANI (6830) | LINCOLN | 9%-1 | N | |
| 57 | STODDARD, CHRISTOPHER J (4837) | LITTLETON | 9%-1 | N | |
| 58 | WILE, JESSICA M (0999) | LITTLETON | 9%-1 | N | |
| 59 | YOUNG, KELLY A (8196) | LITTLETON | 9%-1 | N | |
| 60 | MURPHY, CARRIE ANN (1577) | MCRS | 9%-1 | N | |
| 61 | TESSIER, SHAWN P (8266) | PEPPERELL | 9%-1 | N | |
| 62 | MURPHY, BRANDON C. (6463) | STOW | 9%-1 | N | |
| 63 | OLIVEIRA, ANACRISTINA (2459) | SUDBURY | 9%-1 | N | |
| 64 | OROURKE, WILLIAM F (3705) | SUDBURY | 9%-1 | N | |
| 65 | O'KEEFE, BRYAN C (9738) | TEWKSBURY HOUSING | 9%-1 | N | |
| 66 | GUALCO, NIKOLIS A. (3118) | TOWNSEND | 9%-1 | N | |
| 67 | FEENEY, BRENDA C. (5128) | TYNGSBOROUGH | 9%-1 | N | |
| 68 | GERSON, JESSICA L (5243) | WESTON | 9%-1 | N | |

10. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, IT WAS VOTED THAT THE FOLLOWING APPLICATIONS FOR WITHDRAWAL OF ACCUMULATED DEDUCTIONS BE ACCEPTED AND PROCESSED AS PROVIDED UNDER SECTION 10, CHAPTER 32, MASSACHUSETTS GENERAL LAWS:

| | NAME | UNIT | EST REFUND DATE | EST. REFUND AMNT | CREDIT. SERVICE | PRE TAX ROLL OVER | DISTRIB W/ TAX |
|---|--------------------|--------------|-----------------------|---------------------|--------------------|-------------------------|-------------------|
| 1 | Kerry Abele | Billerica | 2/28/2017 | \$ 20,000.00 | 5 yrs, 3 mos | X | |
| 2 | Sarah Bonilla | Sherborn | 2/28/2017 | \$ 2,500.00 | 10 months | | X |
| 3 | Alisha Bradley | Bedford | 2/28/2017 | \$ 5,500.00 | 1yr, 4 mos | | X |
| 4 | Mary Caragian | Hudson | 2/28/2017 | \$ 11,000.00 | 6 yrs, 10 mos | X | |
| 5 | Wilmon Chipman | Littleton | 2/28/2017 | \$ 3,000.00 | 2 yrs, 8 mos | | X |
| 6 | Sherrie DiMare | Hopkinton | 2/28/2017 | \$ 13,200.00 | 8 years | X | |
| 7 | Cecelia Doucette | Ashland | 2/28/2017 | \$ 6,000.00 | 2 yrs, 9 mos | X | |
| 8 | Kevin Griffin, Jr. | Westford | 2/28/2017 | \$ 3,200.00 | 1 yr, 9 mos | | X |
| 9 | Lisa Hesch | Carlisle | 2/28/2017 | \$ 250.00 | 11 months | | X |
| 10 | Molly MacNeill | Wayland | 2/28/2017 | \$ 400.00 | 2 months | | X |
| 11 | Mary Ellen Mayo | Acton | 2/28/2017 | \$ 7,800.00 | 2 years | X | |
| 12 | Eileen O'Donnell | Sudbury | 2/28/2017 | \$ 4,300.00 | 3 yrs, 6 mos | | X |
| 13 | Geraldine Simmons | Westford | 2/28/2017 | \$ 20,000.00 | 8 years | | X |
| 14 | William Taylor | Littleton | 2/28/2017 | \$ 300.00 | 2 months | | X |
| 15 | Doreen Tanguay | Great Lowell | 2/28/2017 | \$ 30,000.00 | 15 yrs, 3 mos | X | |
| ***Signed documents stating she wishes to continue with refund. | | | | | | | |
| 16 | Curtis Wyant | Wilmington | 2/28/2017 | \$ 16,300.00 | 3 yrs, 4 mos | X | |

11. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. HEALY, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REFUNDS FOR THE MONTH OF JANUARY 2017.

Name

| <u>TOWNS</u> | <u>Unit</u> | | <u>Amount</u> |
|--------------------|--------------------|----|---------------|
| Lynda Bailey | Bedford | \$ | 57.72 |
| Zane Basile | Weston | \$ | 7,403.85 |
| Ronna Berman | Acton Boxboro | \$ | 13.18 |
| Shannon Bloom | Acton | \$ | 3,914.73 |
| Michael Colby | Chelmsford | \$ | 295.52 |
| Megan Cotting | Holliston | \$ | 168.71 |
| Mary Leigh DeMont | Groton Dunstable | \$ | 28.02 |
| Cyndi Deshaies | Acton Boxboro | \$ | 82.93 |
| Tracy Freitas | Hudson | \$ | 13,636.29 |
| Michael Gouveia | Littleton | \$ | 239.85 |
| Bonnie Hardy | Carlisle | \$ | 15.48 |
| Armando Herrera | Pepperell | \$ | 102,680.74 |
| Dennis Holt | Chelmsford | \$ | 11,458.58 |
| Caroline Hurme | Hopkinton | \$ | 3,147.07 |
| Donald Lagasse | Westford | \$ | 6,507.40 |
| Lisa Jane Larrabee | Littleton Housing | \$ | 162.33 |
| Timothy Madden | Tyngsboro | \$ | 220.50 |
| Julie Payton | Hopkinton | \$ | 6,205.99 |
| Jason Pelletier | Greater Lowell RSD | \$ | 12,402.78 |
| Hillary Perron | Littleton | \$ | 3,126.14 |
| William Plunkett | Ayer Shirley RSD | \$ | 385.18 |
| Laurie Reynolds | Bedford | \$ | 1,133.04 |
| Susan Robinson | Burlington | \$ | 10,604.62 |
| Brenda Smith | Weston | \$ | 166.64 |
| Robert Tello | Chelmsford | \$ | 1,062.57 |
| Paul VanVliet | Sherborn | \$ | 38,739.32 |
| Yih-Bing Wu | Billerica | \$ | 54.00 |

Death Refund

| | | | |
|---------------------------|--------------|----|----------|
| Glenna Greenslade | Tyngsborough | \$ | 1,402.44 |
| benefic: Mandi Dinsmore | | | |
| benefic: Shane Greenslade | | | |

TOTAL \$ 225,315.62

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12. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING TRANSFERS FOR THE MONTH OF JANUARY 2017.

| <u>Unit</u> | <u>Retirement System and Member</u> | | <u>Amount</u> |
|------------------|--|----|---------------------|
| Hopkinton | Worcester Regional Retirement System a/c Elizabeth Aghabadian | \$ | 71,339.45 |
| Carlisle | State Board of Retirement a/c Ashley Buckland | \$ | 36,780.63 |
| Tewksbury | Lawrence Retirement Board a/c Elaine Carl | \$ | 2,631.71 |
| Weston | Massachusetts Teachers' Retirement a/c Alyssa Cohen | \$ | 1,878.80 |
| Holliston | Worcester Regional Retirement Board a/c Jennifer Dell'Arciprete | \$ | 1,432.07 |
| Tewksbury | Essex Regional Retirement System a/c Corinn Flaherty | \$ | 11,879.29 |
| Sudbury | Maynard Retirement System a/c Timothy Goulding | \$ | 65,433.94 |
| No Middlesex RSD | Massachusetts Teachers' Retirement a/c John Guglietti | \$ | 920.69 |
| Billerica | Wakefield Retirement System a/c Jarrod Hanley | \$ | 178.54 |
| Dracut | Massachusetts Teachers' Retirement a/c Julie Knight | \$ | 13,871.49 |
| Bedford | Andover Retirement System a/c Colleen O'Hearn | \$ | 6,116.45 |
| Burlington | Massachusetts Teachers' Retirement a/c Christine Robinson | \$ | 28,266.29 |
| Ashland | Worcester Regional Retirement Board a/c Lauren Tetreault | \$ | 1,220.26 |
| Holliston | Worcester Regional Retirement Board a/c Brian Vandal | \$ | 44,920.10 |
| Total | | | \$286,869.71 |

13. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REQUESTS TO MAKE UP RETIREMENT DEDUCTIONS AND INTEREST ON SALARY EARNED IN PRIOR YEARS, AND TO GRANT CREDITABLE SERVICE AS NOTED, UPON RECEIPT OF THE NECESSARY MAKE UP PAYMENT INCLUDING INTEREST THROUGH: FEBRUARY 28, 2017

| | NAME CURRENT UNIT + POSITION | BUYBACK UNIT | MAKE-UP POSITION | MAKE-UP PERIOD | AMOUNT OF MAKE UP PAYMENT | CREDITABLE SERVICE GRANTED |
|---|--|-----------------|-----------------------|----------------------|---------------------------------|-------------------------------|
| 1 | Kirsten Lynch Acton-Boxboro Paraprofessional | Acton-Boxboro | Substitute Teacher | 09/19/11 08/30/16 | \$3,305.95 | 1y, 5m, 15d |
| 2 | Evelyn Moraghan Ashland Firefighter | Ashland | Call Firefighter | 12/16/93 09/05/97 | \$653.04 | 3y, 8m, 19d |
| 3 | Pamela Dellanno Billerica Food Services | Billerica | Substitute Teacher | 09/01/96 03/04/98 | \$1,258.18 | 7m, 14d |
| 4 | Patricia Nawrocki Billerica Paraprofessional | Billerica | Paraprofessional | 09/01/08 10/18/13 | \$10,624.28 | 4y, 5m, 18d |
| 5 | John Whalen Lincoln Firefighter | Sudbury | Call Firefighter | 1980-1985 | \$362.66 | 8m, 13d |
| 6 | Zoe Germain Littleton Teaching Assistant | Acton | Substitute Teacher | 09/01/05 06/20/11 | \$3,134.67 | 1y, 7m, 14d |
| 7 | Norman Silva Westford Water Department | Westford | Meter Reader | 03/02/07 12/31/13 | \$14,856.13 | 3y, 5m |
| 8 | Patricia Cardarelli Wilmington Senior Clerk | Wilmington | Clerk | 01/20/15 10/07/16 | \$985.98 | 5m, 16d |

14. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. HEALY, IT WAS VOTED TO APPROVE THE FOLLOWING REQUESTS TO MAKE UP RETIREMENT DEDUCTIONS PURSUANT TO CHAPTER 71 OF THE ACTS OF 1996, AND TO GRANT CREDITABLE SERVICE AS NOTED, UPON RECEIPT OF THE NECESSARY MAKE-UP PAYMENT.

2/16/2017

| NAME | UNIT | MILITARY BRANCH | MAKE-UP PERIOD | AMOUNT OF CREDITABLE SERVICE MAKE UP GRANTED PAYMENT |
|------------------|---------|--------------------|-------------------|--|
| 1 Thomas Goulden | Shirley | Army | 11/29/79 | \$34,477.24 4y |
| Police Chief | | | 07/28/84 | |
| | | | | |

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15. Evelyn Moraghan -Request for Change in Membership Date

On October 24, 2016 a request was received from Ms. Moraghan to makeup deductions and interest on salary earned as a Firefighter for the Town of Ashland from September 12, 1997 through July 24, 1998.

On October 28, 2016, the Town of Ashland provided a payroll deduction report on her earnings from September 12, 1997 through July 24, 1998. Ms. Moraghan did not have any retirement deductions taken from her salary, even though she was considered a Full time employee. She also provided a letter of appointment to the Ashland Fire Department with a starting date of September 1997.

Ms. Moraghan's enrollment form has a membership date of August 1, 1998, she is requesting a change in membership date back to September 12, 1997.

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to approve Evelyn Moraghan's request to change her membership date to September 12, 1997 subject to her repaying the contributions that were omitted in error.

The Motion passed.

16. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE PETITIONING THE PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION TO SCHEDULE A MEDICAL EXAMINATION HEARING FOR THE FOLLOWING DISABILITY APPLICANTS:

| | <u>NAME, TITLE, & S.S.#</u> | <u>UNIT</u> | <u>TYPE & DATE</u> | <u>RETIREMENT OPTION</u> | <u>DATE OF BIRTH</u> |
|---|--|-------------------|--|------------------------------|--------------------------|
| 1 | <u>Eileen F. Barnard</u> <u>Police Dispatcher</u> <u>XXX-XX-3912</u> | <u>Burlington</u> | <u>Accidental</u> <u>11/30/2016</u> | <u>?</u> | <u>9/16/58</u> |
| 2 | <u>John F. McDonough</u> <u>Fire Fighter/EMT</u> <u>XXX-XX-5569</u> | <u>Wilmington</u> | <u>Accidental</u> <u>10/5/2016</u> | <u>c</u> | <u>10/2/60</u> |

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17. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. BRPWN, IT WAS VOTED TO RECORD THE APPOINTMENTS OF REGIONAL MEDICAL PANELS BY THE PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION FOR THE FOLLOWING APPLICANTS AND TO PLACE SAME ON FILE:

| <u>NAME & SS</u> | <u>UNIT</u> | <u>TYPE OF RETIREMENT</u> | <u>PHYSICIANS</u> |
|---|-----------------------|-------------------------------|---|
| 1 James T. Knight <u>XXX-XX-7581</u> | <u>Chelmsford DPW</u> | <u>Accidental</u> | <u>Frederick Mansfield</u> <u>Thomas Sciascia</u> <u>Fulton Kornack</u> |

February 16, 2017

Ex. Session

19. Joseph E. Colbert – Hearing

An Application for Accidental Disability Retirement, with all necessary documents, was received in the Retirement Office on May 23, 2016 from Joseph E. Colbert, Custodian, Town of Bedford.

A Hearing on the Accidental Disability of John E. Colbert is being held on this day.

After having reviewed and examined all medical and other evidence before it, including the report of the Regional Medical Panel, the board found that there is substantial evidence in favor of the Accidental Disability of John E. Colbert, and on Motion duly made by Mr. Brown, Seconded by Mr. Curtin, it was Moved to grant Accidental Disability Retirement to Joseph E. Colbert, and to pay him that allowance as provided under Massachusetts General Laws, Chapter 32, Section 7, upon review and approval by the Public Employee Retirement Administration Commission.

Roll Call Vote

| | |
|-------------------------|------------|
| John Brown | YES |
| Brian P. Curtin | YES |
| Thomas F. Gibson | YES |
| Robert W. Healy | YES |
| Joseph W. Kearns | YES |

The Motion passed.

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Ex. Session

20. Annette J. Stanley – Ordinary Disability

An Application for Ordinary Disability Retirement, with all necessary documents, was received in the retirement office on June 14, 2016, from Annette J. Stanley, Bookkeeper, Shawsheen Valley Technical High School.

The Physicians certificates have been received, signed and certified by each of the following physicians, Dr. Louis Bley, Dr. Richard Warnock and Dr. Judy Fine-Edelstein exam held November 29, 2016.

A Review of Annette J. Stanley's Medical Panel Report is being held this day.

After having reviewed and examined all medical and other evidence before it, including the report of the Regional Medical Panel, the board found that there is substantial evidence in favor of the Ordinary Disability of Annette J. Stanley, and on Motion duly made by Mr. Healy, Seconded by Mr. Kearns, it was Moved to grant Ordinary Disability Retirement to Annette J. Stanley, and to pay her that allowance as provided under Massachusetts General Laws, Chapter 32, Section 6, upon review and approval by the Public Employee Retirement Administration Commission. It was further moved to dispense any further review by Thomas Miller, The System's Investigator.

Roll Call Vote

| | |
|-------------------------|------------|
| John Brown | YES |
| Brian P. Curtin | YES |
| Thomas F. Gibson | YES |
| Robert W. Healy | YES |
| Joseph W. Kearns | YES |

The Motion passed.

February 16, 2017

Ex. Session

21. Diane C. McCarthy-Hall - Clarification

An Application for Accidental Disability Retirement, with all necessary documents, was received in the Retirement Office on February 5, 2016, from Diane C. McCarthy-Hall, Paraprofessional, Town of Dracut.

A review of Diane McCarthy Hall's Medical Panel Report Clarification is being held this day.

After review,

On Motion duly made by Mr. Healy, Seconded by Mr. Brown, it was Moved to table this matter pending receipt of the third medical panel clarification report.

Roll Call Vote

| | |
|------------------|-----|
| John Brown | YES |
| Brian P. Curtin | YES |
| Thomas F. Gibson | YES |
| Robert W. Healy | YES |
| Joseph W. Kearns | YES |

The Motion passed.

February 16, 2017

Ex. Session

22. John G. Hickey– Review of Disability Application

An Application for Accidental Disability Retirement, with all necessary documents, was received in the Retirement Office on November 9, 2016, from John G. Hickey, Police Officer, Town of Billerica.

A Review of John G. Hickey's Disability Application is being held this day.

The Board tabled this matter pending review of further information.

The Meeting of the Middlesex County Retirement Board convened at 10:01 A.M. All members were present as well as Lisa Maloney, Chief Administrative Officer.

The Pledge of Allegiance was recited.

The Chairman outlined the meeting agenda. Melissa Hurley of MJH Communications will deliver her report via conference call. The Town of Acton submitted correspondence to the retirement office withdrawing the Department Head's Application for Involuntary Accidental Disability on behalf of Shawn Ferrari. Therefore, Mr. Ferrari's Hearing scheduled for today is cancelled. The Board will conduct the ADR Hearing scheduled for Joseph Colbert.

At 10:10 A.M., Melissa Hurley of MJH Communications joined the Board via conference call. The Board discussed various topics for the Spring Newsletter and reviewed the production timeline.

With respect to the recent Newsflash, Ms. Hurley reported more than ten thousand emails were distributed and approximately one-third were opened. As with the Newsletter, more subscribers preferred to view the Newsflash on their mobile device than their desktop. The Board will continue to assess the best way to communicate with the membership.

At 10:40 A.M.,

On Motion duly made by Mr. Brown, Seconded by Mr. Kearns, it was Moved to go into Executive Session under Purpose 7 of the Open Meeting Law: to comply with, or act under the authority of, any general ... law ...", that law being Exemption (c) of the Public Records Law (G.L. c. 4, s. 7(26)(c)) exempting personnel and medical files or information and other materials or data relating to a specifically named individual, the disclosure of which may constitute an unwarranted invasion of personal privacy, following which the Board will reconvene in open session.

Roll Call Vote

| | |
|-------------------------|--------------------|
| John Brown | YES |
| Thomas F. Gibson | YES |
| Robert W. Healy | YES |
| Joseph W. Kearns | YES |
| Brian P. Curtin | NOT PRESENT |

The Motion passed.

Mr. Curtin returned at 10:45 A.M.

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At 11:55 A.M.,

On Motion duly made by Mr. Brown, Seconded by Mr. Curtin, it was Moved to come out of executive session.

Roll Call Vote

| | |
|-------------------------|------------|
| John Brown | YES |
| Thomas F. Gibson | YES |
| Robert W. Healy | YES |
| Joseph W. Kearns | YES |
| Brian P. Curtin | YES |

The Motion passed.

Litigation Update

The Board reviewed the Litigation Report and the Chairman reported on recent activity in several cases. In the matter of *Brian Pierce v. MCRB and WRRB*, the Worcester Regional Retirement Board has asked for an extension to file briefs to the Appeals Court. In the matter of *David McNeil v. MCRB*, a DALA Hearing is scheduled on May 17, 2017, however, it is expected that Mr. McNeil may withdraw the appeal. A DALA Hearing has been scheduled in the case of *Allena Downey vs. MCRB* for February 28, 2017. A response to an Order to Show Cause was due in the case of *Gary Burdick v. MCRB* on February 14, 2017.

Next, the Board reviewed and approved agenda items #3 through #17. With respect to agenda item #5, Accept and Process Applications for Superannuation Retirement, the Board will request that PERAC approve the superannuation retirement calculations of former MCRS employee, Brenda O'Donnell. With respect to agenda item #13, Approve Service Purchases, Ms. Maloney will convene a meeting with MCRS staff to review the implementation of PERAC Memo #29/2016 regarding call firefighters. With respect to agenda item #15, the Board voted to retroactively establish membership for Evelyn Moraghan to September 12, 1997 subject to her repaying the contributions that were omitted in error.

The Board recessed for lunch at 12:18 P.M. and reconvened in regular session at 1:10 P.M. The Board Secretary was not present.

Francine Kollias, MCRS Social Security Specialist, joined the meeting to discuss the 2017 Regional Member Meetings schedule. Sessions are proposed for Burlington/Billerica area, Bedford/Acton/Boxborough area, Lincoln/Sudbury/Wayland area, Chelmsford/Tyngsborough/Dracut area, and the Ashby/Townsend/Pepperell area.

The Board agreed with the proposed geographic locations and schedule. The Board requested that Ms. Maloney and Ms. Kollias coordinate the schedule with the host units.

Next, Paula Barrett of Insight, Inc. joined the meeting to provide a Human Resources update. The Board discussed retaining the services of Insight, Inc. in FY 2018, but with a reduction to one on-site visit per month.

The Chairman, Ms. Maloney and Ms. Barrett will review and finalize the Employee Handbook. Ms. Maloney will prepare a summary of benefits for the staff. The Board requested that Ms. Maloney meet with the staff discuss the status of the Sick Leave Bank.

Next Ms. Maloney reported that staff member Tobey Ainooson has requested tuition reimbursement for an accounting class at Shawsheen Technical Institute. Ms. Maloney opined that Ms. Ainooson would benefit from the additional training.

After review,

On Motion duly made by Mr. Brown, Seconded by Mr. Kearns, it was Moved to approve Ms. Ainooson's enrollment in the accounting class and her request for tuition reimbursement in accordance with the Board's policy.

The Motion passed.

Ms. Barrett departed the meeting.

Next, the Board reviewed the preliminary FY 2018 Operating Budget. Ms. Maloney requested guidance on various line items, including staff salaries and positions, COLA projections, the use of outside vendors to assist with large annual processes, the overall Information Technology infrastructure and building costs. The Board requested that Ms. Maloney prepare a final budget for the Board's review at the March meeting.

At 3:15 P.M. the Board Secretary returned to the meeting.

Chief Administrative Officer's Report

Ms. Maloney referred the Board Members to her written report for a detailed summary of the System's activities since the last Board meeting.

Robert Rebovich, an accidental disability retiree, owes the System \$46,126.28 in excess earnings for 2015. At the last meeting the Board approved a seven year

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installment plan for Mr. Rebovich in the amount of \$549.12 per month. Mr. Rebovich has asked the Board to reconsider its decision and to decrease his monthly payment to \$380.00.

After review,

On Motion duly made by Mr. Kearns, Seconded by Mr. Brown, it was Moved to offer Mr. Rebovich an installment plan of \$450.00 per month, with no further reductions.

The Motion passed.

Kathleen Gamble owes the System \$2,934.72 due to an overpayment of superannuation retirement benefits. She has requested a payment plan in the amount of \$326.08 for nine months.

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to approve Kathleen Gamble's request for a payment plan in the amount of \$326. 08 for a period not to exceed nine months.

The Motion passed.

Next, Ms. Maloney reported that the process by which the System receives insurance information from the units has been standardized. Changes must be reported on the Insurance Information Submittal Form by the 15th of each month. Compliance is required beginning with the March payroll.

Form 1099Rs were sent out to benefit recipients on January 9, 2017. Other than a small percentage that have been returned as undeliverable, and requests for duplicate copies, there have been no significant issues.

With respect to year end processing, Ms. Maloney reported that all of the units are fully posted through December 2016. Over seventy-five percent are fully reconciled. Ms. Maloney anticipates the timely filing of the System's Annual Statement of Financial Condition with PERAC.

Ms. Maloney reported that Section 3(8)(c) invoices have been distributed. A total of \$3,195,704.31 has been billed for calendar year 2017. To date, the System has received \$43,498.29. Two out of the seventy-eight systems billed have paid. Ms. Maloney next reviewed the accounts receivable.

After review,

On Motion duly made by Mr. Brown, Seconded by Mr. Healy, it was Moved to approve verified Section 3(8)(c) payments in the amount of \$1,135,191.51

The Motion passed.

With respect to the FY 2017 appropriation, one unit, Westford Housing Authority, still owes \$18,824.50. The Board requested that Ms. Maloney follow up further in this regard and report back.

Ms. Maloney referred the Board to her written report for investment performance figures. A discussion ensued whether or not the returns from the cash management vehicles are included in the year end performance. Mr. Healy suggested that Powers & Sullivan be consulted.

The Board reviewed the cash balance sheet and financial condition of the System. Ms. Maloney expressed her frustration with State Street's quality control issues and lack of response from management. For the second consecutive month, they failed to wire funds to cover the retiree payroll in a timely manner. They have informed the System that they are currently reviewing their procedures with the Wire Management Team. The Board agreed they may be compelled to issue an RFP for custodial services. At the same time, they questioned the necessity for custodial services given a majority of the System's assets are in PRIT. The Chairman will inquire to PERAC once again and request a more formal meeting to discuss the System's custodial needs.

Mr. Brown left at 3:40 P.M.

Finally, Ms. Maloney reported that the group term life insurance policy provided by the Board to staff will need to be terminated. In January, insurance coordinators were notified by GIC that Commonwealth regulations prohibit participating employers from offering insurance products that compete with those offered by the GIC. Since GIC offers life insurance coverage, the Chairman and Ms. Maloney have determined that the group term life insurance policy is a competing product. Notice has been given to the insurance company and staff that the policy will be terminated effective April 1, 2017.

This concluded Ms. Maloney's report.

Due Diligence

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Healy, it was Moved to approve the attendance of Retirement Board Members at the Global Forest Partners Conference to be held March 27-29, 2017 in Key Biscayne, FL, and that expenses for attendance at said conference be reimbursed in accordance with the Board's Policies and PERAC's Travel Regulations.

The Motion passed.

Retirement Board Meetings

The Board scheduled the following meetings:

April 19th (Regular)

April 27th (Subcommittee on Assessments and Investments)

May 17th (Regular and Advisory)

At this time the Chairman delivered his report.

PERAC Update

The Chairman reiterated the need to review PERAC Memo # 29/2016 regarding the buybacks of call firefighter time. PERAC's next meeting is March 10, 2017.

PRIM Update

The Chairman stated PRIM is embarking on changes to its investment sub-committee and are restructuring its asset allocation.

Mr. Healy left at 3:58 P.M.

COLA Notice

Pursuant to PERAC Memorandum #05/2017, the Advisory Council was notified in accordance with G.L. c. 32, § 103(i), that the Cost of Living Adjustment (COLA) vote will be on the Board's agenda for the meeting scheduled on March 15, 2017. While Council was advised that members were welcome to attend, to date no responses have been received.

2016 Statement of Financial Interest

The Chairman informed the Board that Board Members' Statements of Financial Interest are due at PERAC by May 1, 2017. He will remind Mr. Brown and Mr. Healy of same.

Request to Waive Interest – Mark E. Clark

In accordance with M.G.L.Ch. 32 §20(5)(c), Mark E. Clark is requesting a waiver from the Board on any past monies that may be due resulting from an incorrect withholding on his compensation while employed with the Town of North Reading. Through no fault of his own, the error persisted from September of 1995 to June of 2016, for a period of over twenty years. When the error was finally discovered, the withholding percentage was corrected from 7% to 8%. Mr. Clarke is requesting that \$16,127.41 be waived. The Board discussed waiver and offsetting Mr. Clark's future retirement benefits.

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to offer Mr. Clark the Vatalaro offset of his retirement benefits in lieu of repayment.

The Motion passed.

Segal Consultants

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to ratify the extension of the term of The Segal Company's existing contract for an additional two years, in accordance with the recent amendments to the provisions of Chapter 32, §23(b).

The Motion passed.

Portfolio Monitoring Services

The Chairman discussed the recent articles in *The Boston Globe* with respect to public retirement systems and securities litigation. He explained that the Board has always been diligent in the area of portfolio monitoring and has retained legal experts to carry out the Board's fiduciary obligation for this purpose. When the System transferred the majority of its assets to the PRIT fund, PRIM assumed

responsibility. The System, however, continues to receive the free services of several portfolio monitoring firms who report from time to time on the status of class action lawsuits.

William Ward – Request for Group 2 Classification

A request for Group 2 classification has been received from William Ward, an employee of the Town of Westford. Upon review of Mr. Ward's file, his job description states that he was hired as an HVAC mechanic, not a licensed electrician.

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to deny William Ward's request for Group 2 classification based on said evidence. It was further Moved to advise Mr. Ward of his right to appeal the decision of the Board.

The Motion passed.

Ashley Ahern v. Middlesex County Retirement Board/ Town of Billerica Paraprofessionals – Request to Waive Deductions

The System is in receipt of a Pre-Hearing Order from DALA regarding the above mentioned matter. Mr. Gibson will notify the parties that the Board subsequently waived the underpayment of retirement contributions, therefore, the appeal should be withdrawn.

Scott McDonough – Section 15(4)

After review,

On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to issue Scott McDonough a full refund of his accumulated total deductions and applicable interest.

The Motion passed.

Daniel Connor

The Chairman reported to the Board that Mr. Connor is working on the logistics with his former employer in an effort to be reinstated. He will keep the Board apprised on the matter.

Building Report

Prior to Mr. Nangle delivering his report, the Chairman expressed the Board's gratitude for his recent snow removal efforts.

Mr. Nangle reported that over the course of the last few years, the Board discussed converting the HVAC units from electric heat to gas heat. Upon further investigation, he has been advised that the original units cannot be converted to gas as they are restricted electrical units.

Mr. Nangle reported that two new heating panels were installed in Valley Collaborative's offices and are performing adequately. On Wednesday, two heating units for the retirement office's file room will be installed.

In terms of capital improvements, Mr. Nangle recommends utilizing the remaining funds, approximately \$20,000.00, to upgrade the kitchen. The Board concurred and asked Mr. Nangle to obtain quotes for this purpose.

Lastly, Mr. Nangle provided the Board with information regarding solar panels.


There being no further business to come before the Board, on Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to adjourn at 4:29 P.M.

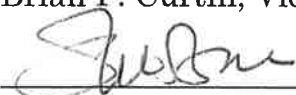
The Motion passed.

Respectfully Submitted,


Nancy O'Neil, Board Secretary


Thomas F. Gibson, Chairman


Brian P. Curtin, Vice Chairman


John Brown, Elected Member


Joseph Kearns, Elected Member


Robert W. Healy, Appointed Member