

**MINUTES OF THE  
MIDDLESEX COUNTY RETIREMENT BOARD MEETING  
July 19, 2017**

1. A Meeting of the Middlesex County Retirement Board was held on Wednesday, July 19, 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 June 2017, benefits for contributory retirees and new retirees for the month of June 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 June 21, 2017 were presented to the Board for their review and approval and On Motion duly made by Mr. Brown, Seconded by Mr. Healy, 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. HEALY, 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	Gary	Arbing	Burlington	8/25/2017	6/20/2007	Sep-17
2	Michael	Nelson	Billerica	9/30/2017	6/20/2017	Oct-17
3	Ricky	Peck	Hudson	8/1/2017	6/20/2017	Aug-17
4	Linda	Mahoney	Westford	11/17/2017	6/6/2017	Dec-17
5	Deborah	Ducharme	Groton-Dunstable	6/19/2017	6/22/2017	Aug-17
6	Scarlett	Gozzo	Billerica	6/30/2017	6/26/2017	Aug-17
7	Janice	Shattuck	Groton-Dunstable	6/30/2017	6/26/2017	Aug-17
8	Gerard	Letendre	Burlington	6/30/2017	6/29/2017	Aug-17
9	Elaine	Johnson	Groton	9/30/2017	6/30/2017	Oct-17
10	Lynn	Dowd	Wayland	7/19/2017	7/3/2017	Aug-17
11	Heidi	McGlaughlin	North Reading	9/20/2017	7/3/2017	Oct-17
12	Paula	Curtin	Tewksbury	6/22/2017	6/29/2017	Aug-17
13	Judy	Carnes	Sherborn	6/21/2017	6/29/2017	Aug-17
14	John	Thompson	Burlington	6/30/2017	6/29/2017	Aug-17
15	Judith	Leccese	North Reading	6/22/2017	7/6/2017	Aug-17
16	David	Henley	East Middlesex Mo.	7/21/2017	7/6/2017	Aug-17
17	Virginia	McNiff	Wayland	6/20/2017	7/12/2017	Aug-17
18	Kathleen	Ablondi	Westford	6/30/2017	7/5/2017	Aug-17
19	Mary	Royce	Chelmsford Housing	8/1/2017	7/5/2017	Aug-17
20	Shawn	Ferrari	Acton		7/12/2017	Aug-17

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

	<u>NAME</u>	<u>UNIT</u>	<u>RETIREMENT DATE</u>	<u>OPTION</u>	<u>AMOUNT</u>
1	<u>Francine Belmont</u>	<u>Bedford</u>	<u>05/26/2017</u>	<u>A</u>	<u>\$1,867.30</u>

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7. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED TO RECORD THE APPROVAL BY PERAC ON THE FOLLOWING MEMBER SURVIVOR RETIREMENT ALLOWANCES AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER SECTION 12 (2) (D), CHAPTER 32, MASSACHUSETTS GENERAL LAWS.

	<u>NAME</u>	<u>SURVIVOR OF</u>	<u>UNIT</u>	<u>RETIREMENT DATE</u>	<u>RETIREMENT OPTION</u>	<u>AMOUNT</u>
1	<u>Barbara Kelly</u>	<u>Michael</u>	<u>Burlington</u>	<u>03/19/2017</u>	<u>D</u>	<u>\$3,762.51</u>

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8. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, 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, SECTION 5.

	<b>NAME</b>	<b>UNIT</b>	<b>RETIREMENT DATE</b>	<b>RETIREMENT OPTION</b>	<b>AMOUNT</b>	
1	Erin	Collins	Sudbury	5/26/2017	A	\$ 515.81
2	Maureen	Nicoloro	Burlington	5/26/2017	B	\$ 1,804.06
3	Dennis	Ring	Acton	5/10/2017	C	\$ 820.44
4	Edward	Stevens	Ayer-Shirley	5/31/2017	C	\$ 2,738.40
5	Claire	Wilcox	Carlisle	6/1/2017	A	\$ 2,028.43
6	Darlene	Stewart	Ayer-Shirley Reg	4/29/2017	B	\$ 410.12
7	Janet	McLaren	Wilmington	4/19/2017	C	\$ 1,030.66
8	Stephen	Taranto	Carlisle	6/1/2017	B	\$ 669.76

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9. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, 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	CORCORAN, BRIAN S. (8426)	ACTON	9%-1	N	
2	MARTINE, KEITH M. (3707)	ACTON	9%-1	N	
3	LASHOMBE, JENNIFER (6923)	ACTON/BOXBORO	9%-1	N	
4	MATTERAZZO, MICHAEL G. (1091)	ASHLAND	9%-1	N	
5	BUSH, KAREN A. (9383)	BEDFORD	9%-1	N	
6	FITZGERALD, ERIN L. (4801)	BEDFORD	9%-1	N	
7	FERGUSON, EMMA R. (1377)	BEDFORD	9%-1	N	
8	GIULIANO, JOSEPH A. (8828)	BILLERICA	9%-1	Y	1980-1983
9	JILLSON, IAN E. (8303)	BILLERICA	9%-1	N	
10	KOLHONEN, EDWIN W. (6470)	BURLINGTON	9%-1	N	
11	KORANKYE, EBENEZER (1483)	BURLINGTON	9%-1	N	
12	CLAIRE, NICOLE B. (3684)	CARLISLE	9%-1	N	
13	NOLAND, ABIGAIL A. (5593)	CARLISLE	9%-1	N	
14	MCLAUGHLIN, RENEE M. (6071)	CHELMSFORD	9%-1	N	
15	PEREIRA, ANTONIO B. (0561)	CHELMSFORD	9%-1	N	
16	SORRENTINO, KERRY N. (1192)	CHELMSFORD	9%-1	N	
17	SOUSA, NANCY S. (4530)	CHELMSFORD	9%-1	N	
18	VALDINA, ANNE MARIE (3226)	DRACUT	9%-1	N	
19	PUNTUMAPANITCH, PATRICIA M. (7536)	DRACUT	9%-1	N	
20	PETRICCA, SHELLEY L. (5425)	GROTON-DUNSTABLE RSD	9%-1	N	
21	FIELD, TAYLOR C. (8415)	HUDSON	9%-1	N	
22	BENULLO, NANCY (7414)	LITTLETON	9%-1	N	
23	FISK, CAMERON G. (4959)	NORTH MIDDLESEX RSD	9%-1	N	
24	FAFARD, JAMES B. (9117)	NORTH READING	9%-1	N	
25	MOBERG, KAREN M. (6339)	NORTH READING	9%-1	N	
26	MILNE, JAIME D. (8703)	TYNGSBOROUGH	9%-1	N	
27	SHEEHY, COLLEEN M. (1949)	TYNGSBOROUGH	8%-1	N	
28	MOORE, AMELIA R. (4917)	WESTFORD	9%-1	N	
29	DINITTO, NANCI L. (0644)	WESTFORD	9%-1	N	
30	MCKEEMAN, ELISABETH A. (7126)	WESTFORD	9%-1	N	
31	MARIANO, NICHOLAS D. (2115)	WESTFORD	9%-4	N	
32	HALLIDAY, SONJA C. (7212)	WILMINGTON	9%-1	N	
33	FROTTON, MICHAEL A. (2240)	WILMINGTON	9%-1	Y	11/14/1990-05/20/2004
34	FOLEY, SHANE A. (9207)	WILMINGTON	9%-4	Y	01/13-05/16
35	WILSON, MICHAEL A. (0795)	WILMINGTON	9%-4	N	
36	CERUOLO, DARYL J. (1990)	WILMINGTON	9%-4	N	
37	STEBBINS, EMILY L. (8612)	WILMINGTON	9%-4	N	



11. ON MOTION DULY MADE BY MR. CURTIN, AND SECONDED BY MR. HEALY, IT WAS VOTE TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REFUNDS FOR THE MONTH OF : JUNE 30, 2017

Name

<u>MEMBER</u>	<u>Unit</u>		<u>Amount</u>
Zachary Angelos	Littleton	\$	6,051.57
Frances Becker-Pavone	Wayland	\$	2,925.61
Joann Brace	Tewksbury	\$	536.46
John Coburn, Jr.	Tyngsboro	\$	26,790.54
William Cole	Littleton	\$	20,538.63
Molly Collins	Tewksbury	\$	5,985.46
Liliana Djurakulova	Chelmsford	\$	4,763.00
James Frederick	Acton	\$	15,183.58
Pamela Haman	Townsend	\$	2,955.69
Deborah Harrington	Groton Dunstable	\$	659.87
Kathleen Henry	Lincoln	\$	660.74
Sara Jarrett	Weston	\$	261.26
Charles Kadlik	Ashland	\$	1,053.24
Teresa Kanieff	Weston	\$	1,064.00
Patricia Lemon	Wayland	\$	21,383.35
Madeleine Mouawad	Hudson	\$	4,700.32
James Musgrave	So. Middlesex RSD	\$	185.01
Eileen Odell	Hopkinton	\$	64.01
Susan Scherr	Sherborn	\$	8,531.96
Gloria Seltzer	Hudson	\$	16,911.90
Anne Stevens	Townsend	\$	665.03
Sheila Sturdevant	No Reading	\$	18,092.09
Charles Tamulonis	Greater Lowell RSD	\$	1,914.25
Brooke Zahn	Bedford	\$	957.89

TOTAL \$ 162,835.46



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12. ON A 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 : JUNE 30, 2017

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>
Holliston	Newton Contributory Retirement System a/c Maureen Alibrandi	\$ 8,669.79
Tyngsboro	Peabody Retirement Board a/c Curt Bellavance	\$ 158,267.39
Weston	Massachusetts Teachers' Retirement a/c Elizabeth Childress	\$ 549.14
Billerica	Massachusetts Teachers' Retirement a/c Beverly DeFlumeri	\$ 8,027.76
Weston	Massachusetts Teachers' Retirement a/c Chun Mei Du	\$ 91.81
Tyngsboro	Massachusetts Teachers' Retirement a/c Kimberly Edie	\$ 5,156.98
Bedford	Winchester Retirement Board a/c Jean Marie Hale	\$ 10,076.12
Sudbury	State Board of Retirement a/c Kenneth Hanchett	\$ 16.08
No. Reading	MWRA Employees' Retirement System a/c Shawn Hartigan	\$ 43,180.64
Westford	Concord Retirement Board a/c Amanda Henderson	\$ 11.60
Hopkinton	Massachusetts Teachers' Retirement a/c Matthew Hjorth	\$ 229.50
Burlington	Massachusetts Teachers' Retirement a/c Emily Jackson	\$ 5,772.68
Dracut	Massachusetts Teachers' Retirement a/c Cheryl Jones	\$ 70.27
Weston	City of Worcester Retirement System a/c Ryan Joyal	\$ 28,849.93
Hopkinton	Massachusetts Teachers' Retirement a/c Veronica Learned	\$ 1,803.36
Sudbury	State Board of Retirement a/c Charisse Lee	\$ 46.33
Hopkinton	Worcester Regional Retirement Board a/c Jessica Lewerenz	\$ 19,776.41
Hudson	Massachusetts Teachers' Retirement a/c Kelley Liebfried	\$ 5,994.33
Lincoln	Massachusetts Teachers' Retirement a/c Maureen Markelz	\$ 4,278.18
Weston	Massachusetts Teachers' Retirement a/c Miriam Marriner	\$ 1,173.52
Sudbury	Framingham Retirement Board a/c Melissa Martin	\$ 5,154.77
Westford	Massachusetts Teachers' Retirement a/c Melissa Jean Maxner	\$ 4,248.03
Acton Boxboro	Massachusetts Teachers' Retirement a/c Margaret Murray	\$ 38,713.58
Ashby	Gardner Contributory Retirement System a/c Amanda Pender	\$ 4,379.01
Ashland	Brookline Contributory Retirement System a/c Benjamin Pocas	\$ 17,612.47
Chelmsford	State Board of Retirement a/c Kyle Reed	\$ 342.35
Lincoln	Massachusetts Teachers' Retirement a/c Molly Sarianides	\$ 7,858.28
Weston	Massachusetts Teachers' Retirement a/c Lindsay Sousa	\$ 9,606.80
Westford	Concord Retirement System a/c Kaari Tari	\$ 129,425.96

12. ON A 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 : JUNE 30, 2017

<u>Unit</u>	<u>Retirement System and Member</u>		<u>Amount</u>
Burlington	Massachusetts Teachers' Retirement a/c Kerri Tyndall	\$	12,984.15
Bedford	Somerville Retirement Board a/c Sean Waldron	\$	2,102.52
Wayland	Wellesley Retirement Board a/c Daniel Wenckus	\$	70,339.96
Ashland	Town of Ashland a/c Robin Wilson	\$	367.38
Ashland	State Board of Retirement a/c Michelle Wright	\$	26,362.50
			\$631,539.58

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13. ON A MOTION DULY MADE BY MR. HEALY, SECONDED BY MR. CURTIN, 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 : AUGUST 31, 2017

	<u>NAME CURRENT UNIT + POSITION</u>	<u>BUYBACK UNIT</u>	<u>MAKE-UP POSITION</u>	<u>MAKE-UP PERIOD</u>	<u>AMOUNT OF MAKE UP PAYMENT</u>	<u>CREDITABLE SERVICE GRANTED</u>
1	<u>Linda Moody</u> <u>Billerica</u> <u>Paraprofessional</u>	<u>Billerica</u>	<u>Substitute</u> <u>Teacher</u>	<u>1988-1989</u> <u>1/95-5/95</u>	<u>\$100.08</u>	<u>1m</u>
2	<u>Janet Smalley</u> <u>Billerica</u> <u>Food Services</u>	<u>Billerica</u>	<u>Food</u> <u>Services</u>	<u>10/29/01</u> <u>04/28/05</u>	<u>\$3,883.94</u>	<u>2y, 2m, 14d</u>
3	<u>Carol Johnson</u> <u>Burlington</u> <u>Sr. Library Technician</u>	<u>Burlington</u>	<u>Substitute</u> <u>Library Aide</u>	<u>11/11/95</u> <u>10/26/03</u>	<u>\$5,052.77</u>	<u>2y</u>
4	<u>Laura Hodgson</u> <u>Burlington</u> <u>Librarian</u>	<u>Wilmington</u>	<u>Paraprofessional</u>	<u>09/15/80</u> <u>12/08/80</u>	<u>\$406.45</u>	<u>2m, 23d</u>
5	<u>Kim Lefebvre</u> <u>Chelmsford</u> <u>Paraprofessional</u>	<u>Chelmsford</u>	<u>Special Ed.</u> <u>Paraprofessional</u>	<u>09/26/03</u> <u>01/21/07</u>	<u>\$2,510.62</u>	<u>1y, 5m, 15d</u>
6	<u>Judy Jennings</u> <u>Hopkinton</u> <u>Library Assistant</u>	<u>Hopkinton</u>	<u>School</u> <u>Librarian</u>	<u>09/01/98</u> <u>06/30/01</u>	<u>\$745.00</u>	<u>3m</u>
7	<u>Frances Zingale</u> <u>Lincoln Sudbury</u> <u>Administrative Assistant</u>	<u>Sudbury</u>	<u>Administrative</u> <u>Assistant</u>	<u>09/01/99</u> <u>06/30/01</u>	<u>\$2,092.42</u>	<u>7m, 14d</u>
8	<u>Margaret Mackie</u> <u>Sudbury</u> <u>Teaching Assistant</u>	<u>Sudbury</u>	<u>Teaching</u> <u>Assistant</u>	<u>09/01/05</u> <u>06/30/08</u>	<u>\$1,938.46</u>	<u>9m</u>
9	<u>Timothy Kelly</u> <u>Tewksbury</u> <u>Police Officer</u>	<u>Tewksbury</u>	<u>Reserve</u> <u>Police Officer</u>	<u>06/10/94</u> <u>05/15/95</u>	<u>\$51.13</u>	<u>11m, 6d</u>
10	<u>Charlene Trebach</u> <u>Tyngsborough</u> <u>Special Education Para</u>	<u>Lowell</u>	<u>Special Ed</u> <u>Paraprofessional</u>	<u>01/19/01</u> <u>06/30/03</u>	<u>\$7,365.81</u>	<u>1y, 7m, 6d</u>

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14. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, IT WAS VOTED TO APPROVE THE FOLLOWING REQUESTS TO MAKE UP RETIREMENT DEDUCTIONS PURSUANT TO M.G.L. c. 32, SECTION 4(1)(h), AND TO GRANT CREDITABLE SERVICE AS NOTED, UPON RECEIPT OF THE NECESSARY MAKE-UP PAYMENT.

7/19/2017

NAME	UNIT	MILITARY BRANCH	MAKE-UP PERIOD	AMOUNT OF CREDITABLE SERVICE MAKE UP GRANTED PAYMENT
1 David Silton	Westford	USMC	03/19/01	\$17,163.36 4y
Police Officer			04/30/07	
2 Timothy Kelly	Tewksbury	Army	02/12/86	\$5,285.28 2y
Police Officer			11/09/93	

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15. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. CURTIN, 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, &amp; S.S.#</u>	<u>UNIT</u>	<u>TYPE &amp; DATE</u>	<u>RETIREMENT OPTION</u>	<u>DATE OF BIRTH</u>
1 <u>Kevin Landry</u> <u>Highway Fleet Supervisor</u> <u>XXX-XX-0473</u>	<u>Westford H'way</u>	<u>Accidental</u> <u>5/22/2017</u>	<u>c</u>	<u>4/18/66</u>
2 <u>Robert Bonavire</u> <u>Highway Foreman</u> <u>XXX-XX-0805</u>	<u>Ashland H'Way</u>	<u>Ordinary</u> <u>2/16/2017</u>	<u>?</u>	<u>8/7/63</u>

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Ex. Session

16. Steven Doole – Medical Panel Report

An Application for Accidental/Ordinary Disability, with all necessary documents, was received in the Retirement Office on February 27, 2017 from Steven Doole, (age 42) Police Officer, Town of Chelmsford.

A review of Steven Doole's Medical Panel Report is being held this day.

**After review,**

**On Motion duly made by Mr. Healy, Seconded by Mr. Kearns, it was Moved to assign an investigator to the case in order to perform an investigation of the circumstances of injury and to receive other pertinent information; to conduct a Hearing in the matter on August 23, 2017; and to send notice to appear to Steven Doole, and his Legal Counsel, if applicable.**

**Roll Call Vote**

<b>John Brown</b>	<b>YES</b>
<b>Brian Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph Kearns</b>	<b>YES</b>

**The Motion passed.**

July 19, 2017

Ex. Session

17. Jason Moody – Medical Panel Report

An Application for Accidental Disability, with all necessary documents, was received in the Retirement Office on March 7, 2017 from Jason Moody (age 37) Fire Fighter, Town of Chelmsford.

An Application for Involuntary Accidental Disability, with all necessary documents, was received in the Retirement Office on February 23, 2017 from Gary Ryan, Fire Chief, on behalf of Jason Moody, Fire Fighter, Town of Chelmsford.

A review of Jason Moody's Medical Panel Report is being held this day.

**After review,**

**On Motion duly made by Mr. Kearns, Seconded by Mr. Brown, it was Moved to assign an investigator to the case in order to perform an investigation of the circumstances of injury and to receive other pertinent information; to conduct a Hearing in the matter on August 23, 2017; and to send notice to appear to Jason Moody, and his Legal Counsel, if applicable.**

**Roll Call Vote**

<b>John Brown</b>	<b>YES</b>
<b>Brian Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph Kearns</b>	<b>YES</b>

**The Motion passed.**

July 19, 2017

Ex. Session

18. Gerald Davis- Medical Panel Report

An Application for Ordinary Disability, with all necessary documents, was received in the Retirement Office on January 13, 2017 from Gerald Davis (age 51) Public Works Department, Town of Carlisle.

A review of Gerald Davis' 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 Gerald Davis, and On Motion duly made by Mr. Brown, Seconded by Mr. Kearns, it was Moved to approve the Ordinary Disability of Gerald Davis, and to pay him that allowance as provided under Massachusetts General Laws, Chapter 32, Section 6, upon review and approval by the Public Employee Retirement Administration Commission.**

**Roll Call Vote**

<b>John Brown</b>	<b>YES</b>
<b>Brian P. Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph W. Kearns</b>	<b>YES</b>

**The Motion passed.**



July 19, 2017

Ex. Session

19. Paul Lemieux - Request for Involuntary Accidental Disability

A Department Head's Application for Involuntary Accidental Disability, submitted by Joseph Targ, Fire Chief, on behalf of Paul Lemieux, Firefighter, Town of Westford, was received in the Retirement Office on June 29, 2017.

Chief Targ stated that copies of the Application, Options on Retirement, and MG.L. Chapter 32, Section 16 advising Mr. Lemieux of his rights were mailed, certified, on June 27, 2017.

A review of the Department Head's Application for Involuntary Accidental Disability on behalf of Paul Lemieux is being held this day.

After review,

**On Motion duly made by Mr. Healy, Seconded by Mr. Kearns, it was Moved to table the Department Head's Application for Involuntary Disability on behalf of Paul Lemieux pending receipt of further information.**

**Roll Call Vote**

<b>John Brown</b>	<b>YES</b>
<b>Brian P. Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph W. Kearns</b>	<b>YES</b>

**The Motion passed.**

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The Meeting of the Middlesex County Retirement Board convened at 10:00 A.M. Chairman Thomas Gibson and Board members John Brown, Robert Healy, and Joseph Kearns were present. Lisa Maloney, Chief Administrative Officer, and Nancy O'Neil, Board Secretary, were also present.

The Pledge of Allegiance was recited.

Brian Curtin arrived at 10:05 A.M.

The Chairman summarized the agenda and noted that there were no hearings scheduled. At 11:00 A.M., Mark Reardon of CBRE is expected to discuss services in connection with the Valley Collaborative lease extension. At 1:00 P.M., representatives from Solect are scheduled to address concerns raised at the Board's last meeting regarding the solar panel proposal.

The Board reviewed and approved agenda items #3 through #15. With respect to agenda item #4, approval of the minutes of the Board Meeting of June 21, 2017, the Chairman noted that effective July 1, 2017, Board meeting agendas and regular session minutes will be posted on the System's website

At 10:20 A.M.,

**On Motion duly made by Mr. Brown, Seconded by Mr. Healy, 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**

<b>John Brown</b>	<b>YES</b>
<b>Brian P. Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph W. Kearns</b>	<b>YES</b>

**The Motion passed.**

At 11:05 A.M.,

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

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### Roll Call Vote

<b>John Brown</b>	<b>YES</b>
<b>Brian P. Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph W. Kearns</b>	<b>YES</b>

**The Motion passed.**

At 11:10 A.M., Mark Reardon of CBRE appeared before the Board to discuss modifying the invoice for services in connection with the Valley Collaborative lease extension. Prior to Mr. Reardon's appearance, Ms. Maloney reviewed the provisions of CBRE's 2006 agreement.

The Chairman summarized CBRE's services as real estate advisor to the Board. The Board expressed concerns as to CBRE's invoice and requested Mr. Reardon's input.

Mr. Reardon also provided a brief market update and offered to assist the Board with abatement filings. In terms of the pending solar proposal, he is uncertain about the profitability and impact same would have on the overall asset value, should the Board decide to sell the building.

**After review,**

**On Motion duly made by Mr. Curtin, Seconded by Mr. Kearns, it was Moved to counter offer to pay one half of CBRE's invoice for services in connection with the Valley Collaborative lease extension.**

**The Motion passed**

The Board asked that Ms. Maloney work in conjunction with Mr. Reardon to update the CBRE 2006 agreement.

At this time, the Chief Administrative Officer delivered her report.

### **Retirement Counseling and Processing**

There are seventy-nine retirement applications to be processed in July and staff has already completed sixty-nine. The remaining ten applications that require processing for July will be completed shortly.

The timely processing of payrolls and treasurers submitting the new retirement questionnaire via email have positively impacted the retirement processing. Staff working cooperatively has also contributed to the overall success.

Staff has successfully posted the 2017 COLA to all eligible retirees. With respect to Section 100 retirees, staff is waiting on the member units to notify the System of payment increases.

### **PERAC PROSPER Implementation**

Ms. Maloney reported moderate success with the PROSPER implementation. The process can be burdensome, and it remains a work in progress as staff becomes more familiar with the new application. Despite the challenges, the Board will be completing its first Disability Transmittal via the new application next week.

The Board agreed to add PROSPER filings as a monthly agenda item.

### **Section 91A Excess Earners**

PERAC has reported that eighteen retirees have not filed the 2016 Annual Statement of Earned Income. To date, three have complied. Show Cause Hearings have been scheduled for July 26, 2017.

### **Member Annual Statements**

Member Annual Statements were successfully mailed to members by the statutory deadline of June 30, 2017. Due to an issue with the outside vendor, a number of statements contained an incorrect date of accumulated deductions. Corrected copies have been prepared and will be forwarded to those members impacted.

### **Employer Reporting**

Ms. Maloney is pleased to report that 100% of the units are fully posted through May and over 44% through June which, she emphasized, has a positive impact upon retirement processing.

### **FY 2018 Appropriation**

Notifications were mailed to Unit Treasurers on May 23, 2017. To date, sixty-one units have paid their FY 2018 appropriation and five units have not submitted payment. Second notices will be sent. Ayer Housing has raised concerns with respect to the increase in its FY 2018 appropriation. The Chairman will prepare a formal response to Kenneth Martin, Executive Director, regarding the circumstances involving the increase in its FY 2018 appropriation.

### **Military Service Credit Fund**

Nearly fifty percent of the units have responded to the System's request for a list of members that have been called to military duty between January 1, 2010 and December 31, 2016. A follow up email will be sent.

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### **GASB 67 & 68 Reporting and System Audit**

Powers and Sullivan is expected to complete its review of the GASB Statement 67 & 68 and finalize its audit of the System's Financial Statements for year ending December 31, 2016 shortly. Upon receipt, it will be distributed to the member units and posted on the System website.

### **Investments**

Ms. Maloney referred the Board to her written report with respect to investment performance. Of note, the partnership term of Globespan Capital Partners V., L.P. was extended for an additional one year period, through July 15, 2018.

The Board reviewed, in detail, the cash balance sheet and financial condition of the System.

### **State Street Contract**

The Chairman is awaiting guidance from PERAC on the System's need for custodial services.

At 12:15 P.M. the Board recessed for lunch.

At 1:00 P.M. the Board reconvened back into regular session.

### **Solect Energy Development**

Steve Clairmont, and Matt Shortsleeve of Solect Energy Development appeared before the Board to discuss certain concerns raised at the Board's June meeting regarding the impact of the sale of the building on the solar proposal.

After review,

**On Motion duly made Mr. Healy, Seconded by Mr. Brown, it was Moved to authorize the Chairman to execute the Power Purchase Agreement, provided same meets his approval and specifications.**

**The Motion passed**

### **Building Update**

Mr. Nangle reported that the curbing around the premises has been completed. He noted necessary upgrades to Valley Collaborative LED lighting and handicap accessible locks were required, for an additional expenditure of \$2,182.00.

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After review,

**On Motion duly made by Mr. Healy, Seconded by Mr. Brown, it was Moved to authorize the additional expenditure of \$2,182.00 for the additional LED lighting and special latches for handicap accessible locks for Valley Collaborative.**

**The Motion passed.**

Kitchen renovations will commence shortly, with the majority of the work to occur over the course of the weekend.

### **Due Diligence**

The Chairman and Ms. Maloney reported on their attendance at the National Association of Public Pension Attorneys (NAPPA) Legal Education Conference. Presentations on fiduciary duty and actuarial assumptions were particularly helpful. Conference Materials will be made available to Board Members. The high level of pertinent and beneficial educational material easily justified participation at this important conference attendance.

After review,

**On Motion duly made by Mr. Curtin, Seconded by Mr. Brown, it was Moved to approve the attendance of Retirement Board Members and the Chief Administrative Officer at the MACRS Fall Conference to be held October 1-4, 2017 in Springfield, Massachusetts 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.**

After review,

**On Motion duly made by Mr. Curtin, Seconded by Mr. Brown, it was Moved to approve the attendance of Retirement Board Members and the Chief Administrative Officer at the NCPERS Public Safety Employees Pension and Benefits Conference to be held October 1-4, 2017 in San Antonio, Texas and that expenses for attendance at said conference be reimbursed in accordance with the Board's Policies and PERAC's Travel Regulations.**

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**The Motion passed.**

**After review,**

**On Motion duly made by Mr. Curtin, Seconded by Mr. Brown, it was Moved to approve the attendance of Retirement Board Members and the Chief Administrative Officer at the NPEA Conference to be held October 14-18, 2017 in Nashville, Tennessee, 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.**

At this time the Chairman delivered his report.

### **Litigation Update**

The Chairman reported on the status of appeals before the Division of Administrative Law Appeals and the Contributory Retirement Appeal Board since his last report to the Board and reviewed recent cases.

### **PERAC Update**

The Chairman reported on his attendance at the PERAC Commission meeting held on June 12, 2017. PERAC's Emerging Issues Forum will be held on September 14, 2017. Ms. Maloney has been invited by PERAC to participate on one of the panels.

### **PRIM Update**

No reported changes are occurring at PRIM at this time.

### **Election of the Fourth Elected Member**

The Board discussed the dates for the Election of the Fourth Member. Ms. Maloney will prepare detailed guidelines for candidates with respect to distributing and returning Nomination Papers.

### **Special Board Meeting**

The Board set a special meeting on Tuesday, August 29, 2017 at 11:00 A.M. to review the employee handbook.

### **Reimbursement for Lost Wages for Board Members**

Under G.L. c. 34B, s. 19(j) an employer is required to provide a board member under its employ with all necessary leave required for service on the Board. The

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Chairman and the Town of Tewksbury have been negotiating an agreement pertaining to Mr. Kearns' reimbursement of wages while serving the Board.

### **Travel Policy**

The Chairman reported that PERAC has approved the Board's amended Travel Policy.

At 2:35 P.M. the Chairman announced the Board would be discussing personnel matters. The Board Secretary departed and did not return.

Ms. Maloney reported that staff performance evaluations are in progress and expected to be completed this week. She reviewed with the Board the individual merit increases that were awarded to staff, as well as their gross FY 2018 salaries after the COLA, merit, education and longevity increases were applied.

With respect to the IT assessment, Ms. Maloney reported that an informational session is planned with the Commonwealth's Operational Services Division to review and discuss its online procurement process, CommBuys.

Next Ms. Maloney reported that Valley Collaborative agreed to the increase in the proportionate share of its electrical assessment to 13.5%. The Fourth Lease Amendment has been executed.

Finally, Spire Corp. requested an extension of its Use and Occupancy Agreement until August 31, 2017. The Board agreed to the month-long extension.

There being no further business to come before the Board,

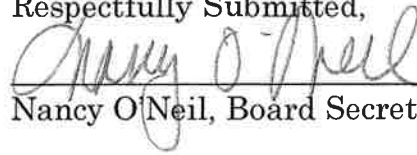
On Motion duly made by Mr. Curtin, Seconded by Mr. Healy, it was Moved to adjourn at 3:05 p.m.

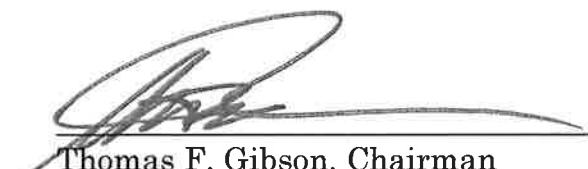


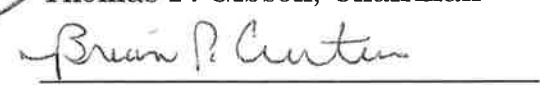
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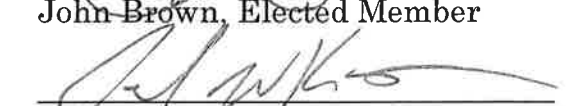
Respectfully Submitted,

  
Nancy O'Neil, Board Secretary

  
Thomas F. Gibson, Chairman

  
Brian P. Curtin, Vice Chairman

  
John Brown, Elected Member

  
Joseph W. Kearns, Elected Member

  
Robert W. Healy, Appointed Member