

**MINUTES OF THE  
MIDDLESEX COUNTY RETIREMENT BOARD MEETING  
January 17, 2018**

1. A Meeting of the Middlesex County Retirement Board was held on Wednesday, January 17, 2018
  
2. Members present:                    Thomas F. Gibson, Esq., Chairman  
    John Brown, Elected Member  
    Robert W. Healy, Appointed Member  
    Joseph W. Kearns, Elected Member
  
3. On motion duly made by Mr. Kearns, seconded by Mr. Brown, it was moved to approve the expenses of the Middlesex County Retirement System: retirement office payrolls for the month of December 2017, benefits for contributory retirees and new retirees for the month of December 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 December 13, 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 meeting outlined above.

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5. ON MOTION DULY MADE BY MR. HEALY, SECONDED BY MR. KEARNS, 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	Richard	McClellan, Jr.	Wilmington	1/12/2018	12/7/2017	Feb-18
2	John	Corbett	Burlington	1/31/2018	12/6/2017	Feb-18
3	Guy	Nicolas	Wayland	12/31/2017	12/12/2017	Feb-18
4	Thomas	Moran	Wilmington	12/11/2017	12/14/2017	Feb-18
5	Kathleen	Steinberg	Weston	12/15/2017	12/11/2017	Feb-18
6	Jane	Layton	Lincoln	3/18/2018	12/8/2017	Apr-18
7	William	Ostertag	Hudson	4/1/2018	12/15/2017	Apr-18
8	Edward	Weiner	Burlington	tbd		
9	William	Miles	Sudbury	1/31/2018	12/19/2017	Feb-18
10	Helen	Bulman	Burlington	1/31/2018	12/19/2017	Feb-18
11	Susan	Tyman	Tyngsborough	1/26/2018	12/21/2017	Feb-18
12	Robert	Astapoveh	Weston	1/5/2018	12/21/2017	Feb-18
13	Ann	Schwartz	Wayland	3/31/2018	12/28/2017	Apr-18
14	Margaret	Mazzole	Pepperell	3/31/2018	1/8/2018	Apr-18
15	Susan	Cossette	Billerica	3/31/2018	1/9/2018	Apr-18
16	Richard	Nash	North Reading	3/31/2018	1/9/2018	Apr-18
17	Cindy	Tseng	Weston	2/9/2018	1/8/2018	Mar-18

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6. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. HEALY, 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</u> <u>DATE</u>	<u>OPTION</u>	<u>AMOUNT</u>
1.	Debra DiFranza	Sudbury	11/10/2017	C	\$460.47
2.	Maria Vanda	South Middlesex	10/20/2017	A	\$654.66
3.	Clifford Prebel	Chelmsford	10/09/2017	B	\$5,819.59

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7. ON 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 M.G.L. CHAPTER 32, SECTION 5.

NAME	UNIT	RETIREMENT DATE	OPTION	AMOUNT	
1 Marie	Bolton	Westford	12/4/2017	B	1015.3
2 Brian	Burgett	Wayland	11/30/2017	C	4074.36
3 Anne	Crosby	Lincoln	11/17/2017	B	1605.91
4 William	Davis	Ashby	11/17/2017	A	1991.58
5 William	Greathead	Pepperell	11/23/2017	C	4785.45
6 Linda	Mahoney	Westford	11/17/2017	B	2569.07
7 Diane	McCarthy-Hall	Dracut	10/1/2017	B	317.83
8 Richard	Muzzy	Holliston	11/8/2017	C	1586.55
9 William	Seymour	Ashby	11/7/2017	C	2914.02
10 Carol	Steiner	Acton	11/14/2017	A	936.09

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8. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. HEALY, IT WAS VOTED TO RECORD THE APPROVAL BY P.E.R.A.C. ON THE FOLLOWING ORDINARY DISABILITY RETIREMENT ALLOWANCE AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER SECTION 6, CHAPTER 32, MASSACHUSETTS GENERAL LAWS:

	<u>NAME</u>		<u>UNIT</u>	<u>RETIRE.</u> <u>DATE</u>	<u>OPTION</u>	<u>AMOUNT</u>
1	Doole	Steven	Chelmsford	6/21/2017	C	\$3,634.22
2	Pitman	James	Dracut	3/24/2017	A	\$2,037.82

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9. ON MOTION DULY MADE BY MR. HEALY, 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 DEDUC TIONS/ GRP	MILIT ARY (Y/N)	DATES
1	BICKNELL, TARA L. (4550)	ACTON	9%-1	N	
2	LEAHY, THOMAS E. (1598)	ACTON	9%-1	N	
3	PACITTO, MICHAEL W. (9530)	ACTON	9%-1	N	
4	CHAMORRO, LUIS A (3436)	ACTON/BOXBORO	9%-1	N	
5	CHYTIL, CAROL W (4276)	ACTON/BOXBORO	9%-1	N	
6	HALLORAN, CAROLINE J (1558)	ACTON/BOXBORO	9%-1	N	
7	HUSSEY, DIANE A (7910)	ACTON/BOXBORO	9%-1	N	
8	ROGERS, PAMELA S (8194)	ACTON/BOXBORO	9%-1	N	
9	DOUCETTE, JOHN S. (1433)	ASHLAND	9%-1	N	
10	GHELLI, JOANNE L. (2861)	ASHLAND	9%-1	N	
11	IANNARILLI, BRENDA R. (4953)	ASHLAND	9%-1	N	
12	CRYSTOFF, JO-ANNE (6592)	AYER	9%-1	N	
13	PADRON, BYANCA A. (6793)	BEDFORD	9%-1	N	
14	WAKSMONSKI, MARK J. (2371)	BEDFORD	9%-1	N	
15	BECK, ALEXIS L. (4761)	BILLERICA	9%-1	N	
16	BLAKE, LORI A. (3003)	BILLERICA	9%-1	N	
17	BOUGIOUKAS, LINDA S. (7232)	BILLERICA	9%-1	N	
18	DION, MICHAEL G. (8688)	BILLERICA	9%-1	N	
19	FERRI, JOSEPH M. (4948)	BILLERICA	9%-4	Y	02/04/2014-05/26/2017
20	MURNANE, KENNETH M. (2310)	BILLERICA	9%-4	Y	OCT. 2015-OCT. 2016
21	O'NEILL, SEAN M. (6019)	BILLERICA	9%-4	Y	07/14/2009-06/01/2017
22	SIMOLARIS, MARK D. (3070)	BILLERICA HOUSING AUTHC	9%-1	N	
23	CAPLAN, RACHEL E. (1861)	BURLINGTON	9%-1	N	
24	COLEMAN, EILEEN A. (3214)	BURLINGTON	9%-1	N	
25	DEANE, ANDREW S, (3378)	BURLINGTON	9%-1	N	
26	GRENIER, CONNOR H. (5591)	BURLINGTON	9%-4	N	
27	HALL, JAMES J. (9960)	BURLINGTON	9%-1	N	
28	KANE, JUSTIN S. (7963)	BURLINGTON	9%-4	N	
29	LANNI, CHRISTOPHER M. (2990)	BURLINGTON	9%-1	N	
30	CLIMO, KIMBERLY A. (9355)	CHELMSFORD	9%-1	N	
31	HALL, AMANDA L. (6433)	CHELMSFORD	9%-1	N	
32	HARTMAN, JEFFREY B. (0345)	CHELMSFORD	9%-1	N	
33	LEAHEY, AMANDA M. (0696)	CHELMSFORD	9%-1	N	
34	LEHAN, DANIELLE E. (5452)	CHELMSFORD	9%-1	N	
35	MARRONE, LISA L. (8740)	CHELMSFORD	9%-1	N	
36	COA, JENNIFER (4490)	CHELMSFORD HOUSING AU	9%-1	N	
37	BRADY, LOUANNE (4905)	DRACUT	9%-1	N	
38	KOUFOS, MINDY B. (6324)	DRACUT	9%-1	N	
39	BECKER, JAIME (8079)	GROTON-DUNSTABLE RSD	9%-1	N	
40	CHARETTE, DAVID T. (9015)	HOLLISTON	9%-4	N	
41	GRACE, CHARLES J. (4194)	HOLLISTON	9%-4	N	
42	LOFTUS, JOHN T. (9980)	HOLLISTON	9%-4	N	
43	CAMPBELL, JOSIAH A (8128)	HOPKINTON	9%-4	N	
44	RIESS, KEVIN P JR (9981)	HOPKINTON	9%-1	N	
45	SITHOLE, FARAI T (5287)	HOPKINTON	9%-1	N	
46	QUITADAMO, MARK A. (7822)	HUDSON	9%-1	N	

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9. ON MOTION DULY MADE BY MR. HEALY, 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 DEDUC TIONS/ GRP	MILIT ARY (Y/N)	DATES
47	ST. LOUIS, EDUARDO (1908)	HUDSON	9%-1	N	
48	VALERA, JASON P. (4973)	HUDSON	9%-4	N	
49	WILLIAMS, MOLLY E. (4786)	HUDSON	9%-1	N	
50	ALAKKATT, EINSTEINA M. (6617)	LINCOLN	9%-1	N	
51	BROOKS, LENNY R. (7943)	LINCOLN	9%-1	N	
52	LENOX IV, JOSEPH P. (4505)	LINCOLN	9%-4	N	
53	PIRIE-ST.AMOUR, SANDRA E. (8606)	LINCOLN	9%-1	N	
54	ST. GERMAIN, JENNIFER L. (8324)	LINCOLN	9%-1	N	
55	HEALY, GRACE A (5937)	LITTLETON	9%-1	N	
56	KAZANJIAN, JON (0576)	LITTLETON	9%-1	N	
57	MORRISSEY, HENRIETTA E (1179)	LITTLETON	9%-1	N	
58	CAMPBELL, STACEY L. (9982)	NORTH MIDDLESEX RSD	9%-1	N	
59	COLOMBO, JOHN A. (1303)	NORTH MIDDLESEX RSD	9%-1	N	
60	WALKER, THERESA M. (8389)	NORTH MIDDLESEX RSD	9%-1	N	
61	LACOLLA, MARIANA C. (5726)	NORTH READING	9%-1	N	
62	BAKER, CHRISTOPHER W (8185)	PEPPERELL	9%-1	N	
63	MALONEY, ROBERT I (3964)	PEPPERELL	9%-1	N	
64	BARCOCK, SASRAH J (7842)	SUDBURY	9%-1	N	
65	EDER, BRANDY M (0996)	SUDBURY	9%-1	N	
66	PORTER, ELIZABETH J (9988)	SUDBURY	9%-1	N	
67	BRINCH, SCOTT M (1552)	TEWKSBURY	9%-1	N	
68	DOHERTY, TIMOTHY J (6155)	TEWKSBURY	9%-1	N	
69	KELLEY, ANNE E (2918)	TEWKSBURY	9%-1	N	
70	TEMMALLO, DEREK L (5993)	TEWKSBURY	9%-4	Y	03/2012 - 07/2015
71	WILLEY, MICHAEL A (0791)	TEWKSBURY	9%-4	N	
72	ARTHUR, TODD A (9437)	WAYLAND	9%-1	N	
73	CHENEY, RYAN J (0486)	WAYLAND	9%-4	N	
74	MADDEN, JOSEPH T JR (9139)	WAYLAND	9%-1	N	
75	PIER, CHRISTINE M (7108)	WAYLAND	9%-1	N	
76	RUBIN, DIANE G (9138)	WAYLAND	9%-1	N	
77	ANNESE, NICHOLAS R. (0534)	WESTFORD	9%-4	N	
78	BELINSKY, JUSTIN A. (4988)	WESTFORD	9%-4	N	
79	NILSSON, INGRID M. (7669)	WESTFORD	9%-1	N	
80	SALGADO, KATHLEEN D (5301)	WESTON	9%-1	N	
81	SMITH, ALLISON A (6799)	WESTON	9%-1	N	
82	DONOHUE, STEPHANIE M. (9621)	WILMINGTON	9%-1	N	
83	MCKENNA, NICOLE E. (9315)	WILMINGTON	9%-1	N	
84	O'CONNOR, KAITLYN E. (3703)	WILMINGTON	9%-1	N	

10. ON MOTION DULY MADE BY MR. HEALY, SECONDED BY MR. BROWN, 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 <u>Jose Bonilla</u>	<u>Wayland</u>	<u>1/31/2018</u>	<u>\$ 23,700.00</u>	<u>6 years</u>		<u>X</u>
2 <u>Curtis Brown</u>	<u>Sudbury</u>	<u>1/31/2018</u>	<u>\$ 59,000.00</u>	<u>26 yrs, 5 mos</u>	<u>X</u>	<u>X</u>
***member has been counselled on options, still wishes to withdraw **						
3 <u>Toni Cooper</u>	<u>Ashland</u>	<u>1/31/2018</u>	<u>\$ 5,400.00</u>	<u>2 yrs, 10 mos</u>	<u>X</u>	
4 <u>Robert Gambino</u>	<u>Ayer Shirley</u>	<u>1/31/2018</u>	<u>\$ 800.00</u>	<u>3 months</u>		<u>X</u>
5 <u>Allison Glavin</u>	<u>Burlington</u>	<u>1/31/2018</u>	<u>\$ 770.00</u>	<u>5 months</u>		<u>X</u>
6 <u>John Gregory</u>	<u>Billerica</u>	<u>1/31/2018</u>	<u>\$ 30,000.00</u>	<u>8 yrs, 9 mos</u>		<u>X</u>
7 <u>Brendan MacKay</u>	<u>Holliston</u>	<u>1/31/2018</u>	<u>\$ 8,000.00</u>	<u>4 yrs, 9 mos</u>		<u>X</u>
8 <u>Kendra McCormick</u>	<u>Wilmington</u>	<u>1/31/2018</u>	<u>\$ 83,000.00</u>	<u>12 yrs, 11 mos</u>	<u>X</u>	
***member was provided estimate for retirement, still wishes to withdraw **						
9 <u>Pamela Mizrahi</u>	<u>Lincoln</u>	<u>1/31/2018</u>	<u>\$ 51,000.00</u>	<u>9 yrs, 8 mos</u>	<u>X</u>	
10 <u>Cheryl Rayner</u>	<u>Acton Boxboro</u>	<u>1/31/2018</u>	<u>\$ 28,000.00</u>	<u>9 years</u>		<u>X</u>



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

**Name**

<b><u>MEMBER</u></b>	<b><u>Unit</u></b>	<b><u>Amount</u></b>
Abbondanzio, Michael	Sudbury Water	76.16
Bacon, Robert D.	Dunstable	8,370.35
Chang, Eunae	Littleton	1,120.01
DeCarlo, Matthew D	Wayland	1,870.95
Downs, Eric	Shirley	1,529.76
Freeman, Jake D	Dracut	10,383.89
Giokas, Elias L	Sherborn	327.73
Irving, Christian B	Tewksbury	26.43
Jackman, Edward D	Tewksbury	64.34
Kearney, Kathleen A	Burlington	469.81
Lauback, Tyler R	Weston	74,635.59
Lessard, James R	Tewksbury Housing	8,718.72
Levell, Cassandra R.	Hudson	2,445.82
MacDonald, Beth L	Bedford	14,375.75
MacLeod, Debra G.	Holliston	28.74
Qualey, Danielle M.	Holliston	374.31
Reid, Leslie A.	Ashland	13,339.41
Richardson, Melissa M.	Acton Boxboro	174.96
Rosa, Theresa M.	Chelmsford	6,798.12
Samaha, Linda F.	Westford	8.86
Sansevero, Brian K	Hudson	2,410.59
Senghas, Jacob C	Hudson	713.88
Towell, Thomas R.	Acton Boxboro	7,628.60
Upham, Andrea	Wayland	19,285.07

\$ 175,177.85

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12. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. KEARNS, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REFUNDS FOR THE MONTH OF : DECEMBER 2017.

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>	<u>MCRS Accepted Liability</u>
Sherborn	Norfolk County Retirement Board a/c Danielle Aikens	\$ 832.01	7 months
Sudbury	Framingham Retirement Board a/c Mark Anderson	\$ 2,493.02	1 yr, 2 mos
Burlington	Massachusetts Teachers' Retirement a/c AnneMarie Bedrossian	\$ 3,462.25	10 months
Burlington	Massachusetts Teachers' Retirement a/c Alice Bhukhmohan	\$ 4,860.04	2 years
Weston	Montague Retirement Board a/c Kayla Biggs	\$ 2,174.91	7 months
Hudson	Amesbury Retirement Board a/c Michelle Bonia	\$ 5,611.49	1 yr, 10 mos
Groton Dunstable	Maynard Retirement Board a/c Matthew Corbett	\$ 2,691.58	1 yr, 7 mos
Ashland	Massachusetts Teachers' Retirement a/c Sarah Cormier	\$ 12,604.47	6 yrs, 3 mos
Chelmsford	Salem Retirement Board a/c Carolyn Curwen	\$ 7,502.69	4 yrs, 6 mos
Westford	Medford Retirement Board a/c Danielle Evans	\$ 55,074.85	3 yrs, 3 mos, 14 days
Ashland	Norfolk County Retirement Board a/c Melissa Felper	\$ 1,872.20	10 months
Chelmsford	Concord Retirement Board a/c Stephanie Gauthier	\$ 65,795.01	19 yrs, 9 mos
Burlington	State Board of Retirement a/c Gregory Gough	\$ 14,568.31	2 yrs, 1 mo
Hopkinton	Worcester Regional Retirement Board a/c Shanna Jean Jackman	\$ 10,831.76	2 yrs, 4 mos
Acton	Northbridge Retirement Board a/c Michael Killeen	\$ 50.10	NA
No. Middlesex RSD	Lawrence Retirement Board a/c Jessica Laurin	\$ 1,554.93	1 yr, 2mos
Weston	Essex Regional Retirement Board a/c James Lavacchia	\$ 48,888.19	15 yrs, 10 mos
No. Middlesex RSD	Massachusetts Teachers' Retirement a/c Michael Lavoie	\$ 41,623.65	8 years
Chelmsford	Concord Retirement Board a/c Elizabeth Leduc	\$ 15.66	NA
Wilmington	State Board of Retirement a/c Patricia Lyon	\$ 34,332.38	9 yrs, 7 mos
Billerica	Essex Regional Retirement Board a/c Jarrod Thomas MacKenzie	\$ 68.00	NA
Bedford	Worcester Regional Retirement Board a/c Robert Noone	\$ 11,504.82	9 months
Tewksbury	Lawrence Retirement Board a/c Brian Pena	\$ 27,768.41	1 yr, 1 mos
Westford	Waltham Retirement Board		

12. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. KEARNS, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REFUNDS FOR THE MONTH OF : DECEMBER 2017.

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>	<u>MCRS Accepted Liability</u>
No Reading	a/c Seana Rabbito Lawrence Retirement Board	\$ 90.19	NA
	a/c Faith Reynolds	\$ 28,775.02	12 yrs, 9 mos
Tyngsboro	State Retirement Board a/c William Robinson	\$ 4,421.94	1 yr, 10 mos
Chelmsford	MWRA Employees' Retirement Board a/c Anthony Valdes	\$ 19,776.56	2 yrs, 5 mos
Hopkinton	Bristol County Retirement Board a/c Thomas Welch	\$ 22,697.14	2 yrs, 6 mos
Sherborn	Massachusetts Teachers' Retirement a/c Jamie Schwartz	\$ 6,439.70	1 year
		<b>\$438,381.28</b>	

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13. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. HEALY, 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: **January 31, 2018**

	<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>Cheryl Simeone</u> <u>ABRSD</u> <u>Cafeteria Worker</u>	<u>ABRSD</u>	<u>Cafeteria &amp; Sub. Custodian</u>	<u>09/01/14</u> <u>08/31/17</u>	<u>\$3,858.30</u>	<u>2y, 4m</u>
2	<u>Karen Cavanagh</u> <u>ABRSD</u> <u>Technology Assistant</u>	<u>Acton/ABRSD</u>	<u>Technology Assistant</u>	<u>09/07/04</u> <u>06/30/17</u>	<u>\$23,703.98</u>	<u>9y, 3m</u>
3	<u>Erin Sweeney</u> <u>ABRSD</u> <u>Special Ed. Assistant</u>	<u>Acton/ABRSD</u>	<u>Special Ed. Assistant</u>	<u>11/01/02</u> <u>06/30/17</u>	<u>\$12,058.02</u>	<u>6y</u>
4	<u>Michael Bussell</u> <u>Ashby</u> <u>Fire Chief</u>	<u>Ashby</u>	<u>Call Firefighter</u>	<u>01/01/10</u> <u>12/31/14</u>	<u>\$549.27</u>	<u>5y</u>
5	<u>Donna Domestico</u> <u>Ashland</u> <u>Cafeteria Worker</u>	<u>Ashland</u>	<u>Cafeteria Worker</u>	<u>01/01/95</u> <u>12/31/96</u>	<u>\$1,709.63</u>	<u>2y</u>
6	<u>James Graham</u> <u>Bedford</u> <u>Police Officer</u>	<u>Tewksbury</u>	<u>Reserve Police Officer</u>	<u>02/03/87</u> <u>05/13/90</u>	<u>\$954.32</u>	<u>3y, 3m, 10d</u>
7	<u>Lawrence Belanger</u> <u>Billerica</u> <u>Custodian</u>	<u>Billerica</u>	<u>Custodian</u>	<u>09/01/82</u> <u>06/13/85</u>	<u>\$7,260.17</u>	<u>2y, 9m, 4d</u>
8	<u>Mary Kaleta</u> <u>Hopkinton</u> <u>School Secretary</u>	<u>So. Middlesex</u>	<u>School Secretary</u>	<u>11/14/05</u> <u>07/14/14</u>	<u>\$12,688.19</u>	<u>5y, 4m, 8d</u>
9	<u>Wesley Russell</u> <u>Tyngsborough</u> <u>Fire Chief</u>	<u>Tyngsborough</u>	<u>Call Firefighter</u>	<u>01/01/09</u> <u>12/31/13</u>	<u>\$1,484.14</u>	<u>5y</u>
10	<u>Ava Kelberman</u> <u>MTRS</u> <u>Teacher</u>	<u>Sudbury</u>	<u>Paraprofessional</u>	<u>09/01/87</u> <u>06/30/88</u>	<u>To be calc'd by MTRS</u>	<u>7m</u>

13. ON A MOTION DULY MADE, SECONDED, AND ADOPTED, 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.

	<u>NAME</u>	<u>UNIT</u>	<u>MILITARY</u>	<u>MAKE-UP</u>	<u>AMOUNT OF</u>	<u>CREDITABLE SERVICE GRANTED</u>
1	<u>Robert Astapoveh</u> <u>Bus Driver</u>	<u>Weston</u>	<u>Army</u>	<u>07/03/67</u> <u>08/24/71</u>	<u>\$3,509.77</u>	<u>1y, 5m</u>

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14. ON MOTION DULY MADE BY MR. KEARNS, 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, &amp; S.S.#</u>	<u>UNIT</u>	<u>TYPE &amp; DATE</u>	<u>RETIREMENT OPTION</u>	<u>DATE OF BIRTH</u>
1 Lillian Stevens	Ashland	Accidental	?	8/3/42

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

<u>NAME &amp; S.S. #</u>	<u>UNIT</u>	<u>TYPE</u>	<u>PHYSICIANS</u>
1 Jeffrey Sousa XXX-XX-9294	Burlington	Accidental	John Golberg Vivek Shah Julian Fisher

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The meeting of the Middlesex County Retirement Board convened at 10:01 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.

Mr. Curtin was not present.

The Pledge of Allegiance was recited. The Board welcomed Joseph Connarton, Executive Director of PERAC, who administered the oath of office to John Brown, the Fourth Elected Member. MCRS staff were invited to witness the oath. The Chairman expressed his appreciation to Mr. Connarton for his accommodation of the Board's requests.

The Chairman congratulated Mr. Brown on his unchallenged election. He noted that Mr. Brown's knowledge and experience has benefitted not only the Board, but the System's members and beneficiaries. Mr. Brown stated he is extremely proud of the Board's past accomplishments and is eager to serve another term. This concluded the swearing in of Mr. Brown.

The Chairman next reviewed the agenda and expected guests.

**At 10:12 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**

<b>John Brown</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 11:06 A.M.,**

**On motion duly made by Mr. Brown, seconded by Mr. Kearns, it was moved to come out of executive session.**

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### **Roll Call Vote**

<b>John Brown</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.**

The Board reviewed and approved agenda items #3 through #14.

### **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.

### **Retirement Counseling and Processing**

According to Ms. Maloney, there are 26 superannuation retirement applications pending for January.

Currently there is only one insurance deduction code used to represent both health and dental insurance premiums. To assist units with their reporting and insurance changes, the staff is rolling out new premium deduction codes. The goal is to streamline the process and make it more efficient for both staff and the units. Staff will be introducing the new reporting structure gradually to the units.

Spring student verifications are being prepared and Group 4 members who are approaching mandatory retirement age have been notified. Second notices have been sent to members over age seventy who are required to take a minimum distribution.

### **1099R Processing**

Ms. Maloney reported that year end balancing of benefits paid is complete and fully reconciled. The System's electronic test file was submitted to the IRS and passed all validations. Staff attempted to print the 1099Rs yesterday; however, alignment issues were encountered. Ms. Maloney expects that PTG will adjust the parameters so the printing can resume and the 1099Rs mailed to benefit recipients. The Chairman commended Ms. Maloney and staff for this year's timely balancing and reconciling of the 1099Rs.

### **Benefit Verifications**

Ms. Maloney reminded the Board that this year is a benefit verification year. Every two years, affidavits are sent to benefit recipients to ensure eligibility to continue receiving benefits. This year the process is being outsourced. Melissa Hurley of

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MJH Communications is assisting with this effort and obtaining pricing on printing and distribution. A February or March mail date is anticipated.

### **MCRS Pension Education Series**

Planning is underway for six regional training sessions to be held during 2018. Ms. Maloney noted some regions may pose a challenge in terms of securing a venue. If a venue cannot be secured, the Chairman suggested exploring hotels in the vicinity of the regional training session. Based on feedback, some changes to the presentation materials will be implemented.

### **2017 Disability Data**

In accordance with PERAC Memo # 38/2017, staff prepared the System's 2017 disability database.

### **Employer Reporting**

Ms. Maloney reported favorably on the significant progress with respect to 2017 payrolls. At this time, all units are posted through November and 75% are posted through December. Due to this overall success, Ms. Maloney expects to produce the assets and liabilities file to the actuary in March as planned. The Board expressed their appreciation to Ms. Maloney and staff on their diligent efforts with respect to the successful posting of payrolls, which positively impacts the timely release of the System's actuarial valuation.

### **FY 2018**

Ayer Housing accepted its revised appropriations for FY 2018 and FY 2019. PERAC has issued a revised FY 2018 for the System as a whole. PERAC also approved the System's new FY 2019 appropriation.

All units have submitted their FY 2018 appropriation payments totaling \$115,316,596.40. This amount includes \$3,299,509.40 in extra payments made by Chelmsford, Chelmsford Housing Authority, Chelmsford Water District, Littleton and Wilmington.

### **Section 3(8)(c) Billing-Accounts receivable**

Ms. Maloney reported the CY 2018 Section 3(8)(c) invoices for 2017 retiree liability mailed this week. The total billed was \$3,504,552.61, including \$544,528.69 to the State Retirement System.



**Section 3(8)(c)- Accounts payable**

After review,

On motion duly made by Mr. Kearns, Seconded by Mr. Healy, it was moved to approve payment of Section 3(8)(c) invoices for January 2018 in the amount of \$197,314.02.

The motion passed.

**Investments**

Ms. Maloney referred the Board to her written report with respect to investment performance.

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

**IT Assessment**

Earlier this week, Ms. Maloney distributed the request for quotes for the System's IT assessment. Bids are due February 9, 2018. The Board will review the proposals at its next meeting on February 14, 2018.

**Staff Update**

The quarterly MCRS Sick Leave Bank audit report has been distributed to the Board and all staff. The balance is unchanged at 3,130.50 hours.

Ms. Maloney is currently conducting mid-year staff reviews.

At this time the Chairman delivered his report.

**PERAC Update**

PERAC's Commission meeting was held on January 10, 2018. Mr. Brown attended the meeting and reported pension forfeiture was discussed at length. PERAC's next meeting is February 14, 2018.

The Chairman reviewed PERAC's technical advisory as to the veteran status of a member who is currently serving in the National Guard. PERAC advised that the member met the statutory qualifications of veteran, but must be honorably discharged first before the member can purchase service. Staff will be notified of PERAC's advisory. Going forward, PERAC technical advisories will be provided to Board members.

At this time, the Chairman called on George Nangle to deliver a brief building update.

### **Building Report**

Mr. Nangle reported that the downstairs bathroom renovations have been completed. Unfortunately, during the course of the renovations, mold was discovered, which required treatment and removal. The extra work cost an additional \$560.00.

Mr. Nangle has a few remaining staff offices to paint. He noted that the new truck and sander are performing favorably and are in good working order for the winter.

The Chairman resumed his report.

### **2017 Statement of Financial Interest**

Board Members' Statements of Financial Interest are due at PERAC by May 1, 2018.

### **PERAC Annual Statement Training**

The Board will be hosting PERAC's Annual Statement Training on February 1, 2018. Board members will receive educational credit for attending.

### **COLA Notice**

Pursuant to PERAC Memorandum #03/2018, the Advisory Council, which serves as the legislative body, will be 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 21, 2018.

The Board discussed increasing the COLA base. In the past, the Board has brought the matter up before the Advisory Council for consideration. The Board has indicated in the past that it would revise the COLA base after three years of investment returns which exceeded the actuarial assumed rate of return.

**After review,**

**On motion duly made by Mr. Kearns, Seconded by Mr. Healy, it was moved to authorize the Chairman to contact Kathy Riley of the Segal Company to prepare a cost analysis on increasing the COLA base and the impact on the actuarial valuation.**

**The motion passed.**

At 12:15 P.M. the Board recessed for lunch and reconvened in regular session at 12:55 P.M.

The Chairman resumed his report.

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### **PRIM Update**

PRIM has released its Comprehensive Annual Financial Report for the fiscal year ended June 30, 2017. The Chairman and Ms. Maloney have copies should the Board members wish to review. PRIM's next meeting is February 15, 2018.

### **Litigation Update**

The Chairman updated the status of appeals pending before the Division of Administrative Law Appeals and the Contributory Retirement Appeal Board, and reviewed recent cases. DALA has reversed the Board's denial in the case of *Lillian Stevens vs. MCRS* and ordered a new medical panel be convened. No further appeal was recommended.

### **Legislative Update**

The Chairman reported that the Committee on Public Service was continuing to review the recommendations of the Pension Forfeiture Study Commission, which was not unanimous with respect to pension forfeiture. It is expected that both sides will be working on a compromise with respect to the language in the legislation.

### **Upcoming Retirement Board Meetings**

The Board set the following Board meeting dates:

April 11, 2018 (Subcommittee on Assessments and Investments and Regular)

May 8, 2018 (Advisory Council and Regular)

June 14, 2018 (Regular)

### **Annual Review of Executive Session Minutes**

The open meeting law requires that a public body, or its chair or designee, review the minutes of its executive sessions at reasonable intervals to determine if the open meeting law warrants continued non-disclosure. The Chairman, as the Board's designee, recently conducted a review of executive session minutes from 2014 to the present.

The Chairman stated that the Board also needs to develop a protocol on the method by which executive session minutes are approved. He acknowledged that this will be a work in progress.

**After review,**

**On motion duly made by Mr. Kearns, Seconded by Mr. Brown, it was moved to release all executive session meeting minutes pertaining**

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**to the Valley Collaborative lease negotiations as public record, and to continue the ongoing review of executive session minutes to determine if the need for secrecy continues to exist.**

**The motion passed.**

#### **Annual Notice Conflict of Interest**

The Chairman stated each year every public employee and Board member must be provided a summary of the conflict of interest law and, every two years, every public employee must complete an online training program conducted by the State Ethics Commission. This year we are required to do both. The Board Secretary will maintain the required filings.

#### **Annual Review of System Vendors - Conflict of Interest**

The Board members were provided with a copy of the 2017 Vendor List, which will be reviewed to determine whether any actual or potential conflicts of interest exist. This will be reported on at the next meeting.

#### **Appointment of Fifth Member Policy**

PERAC has issued Memo #28/2017 which instructs Boards on fiduciary obligations relative to the selection of the Board's fifth member. The Chairman has drafted a policy, which will supersede the Board's existing policy upon approval. A copy will be filed with PERAC.

**After review,**

**On motion duly made by Mr. Kearns, Seconded by Mr. Brown, it was moved to adopt the Appointment of the Fifth Member Policy.**

**The motion passed.**

#### **Second Employment Position**

At the last meeting, the Board approved the draft supplementary regulation pertaining to the treatment of wages received in a member's second employment position with the same employer. The Chairman has presented the final version for review.

**After review,**

**On motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to approve the supplementary regulation pertaining to second employment positions as presented and amended.**

**The motion passed.**

**At 1:58 P.M.,**

**On motion duly made by Mr. Kearns, seconded by Mr. Brown, it was moved to go into Executive Session under Purpose 3 of the Open Meeting Law: to discuss strategy with respect to litigation, SCR-17-6254, the Chairman having declared that an open meeting may have a detrimental effect on the litigating position of Board.**

**Roll Call Vote**

<b>John Brown</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.**

The Board Secretary was excused from the meeting.

**At 2:40 P.M.,**

**On motion duly made by Mr. Healy, seconded by Mr. Kearns, it was moved to come out of executive session.**

**Roll Call Vote**

<b>John Brown</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.**

The Board announced the following votes which were taken in Executive Session:

15(a) - Christopher Connell. The Board approved the accidental disability retirement application.

15(b) - Joseph Dogherty, The Board denied the accidental disability retirement application.

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15 (c) - Jared Finnegan. The Board approved the application for accidental death benefits.

15(d) - Paul Lemieux. The Board moved to table the application for involuntary accidental disability retirement for one month pending the report of the independent medical examiner.

The preparation of the December 13, 2017 Board meeting minutes was discussed.


There being no further business to come before the Board, on motion duly made by Mr. Healy, Seconded by Mr. Kearns, it was moved to Adjourn at 2:45 P.M.

Respectfully Submitted,



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Nancy O'Neil, Board Secretary



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Thomas F. Gibson, Chairman


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Brian P. Curtin, Vice Chairman




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John Brown, Elected Member



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Joseph W. Kearns, Elected Member



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Robert W. Healy, Appointed Member

**Regular Session Documents**

1. Meeting Agenda
2. Cover Page and Agenda Items #3-15(c)
3. Retirement Board Meeting Minutes of December 13, 2017
4. Chief Administrative Officer's Report
5. Cash Balance and Operating Budget Report
6. PRIM Performance Update
7. State Street Performance Update
8. PERAC Memo #3/18 COLA Notice
9. Section 3(8)(c) Payables
10. FY 2018 Sick Leave Bank Quarterly Report
11. Active Litigation Report
12. Fifth Member Policy Final Draft
13. Website Notice for Appointment of Fifth Member
14. Department of Labor Relations - Denial of Petition for Certification of Representatives
15. Second Employment Position –Final Draft Supplemental Regulation