

**MINUTES OF THE
MIDDLESEX COUNTY RETIREMENT BOARD MEETING
April 11, 2018**

1. A Meeting of the Middlesex County Retirement Board was held on Wednesday, April 11, 2018

2. Members present: Thomas F. Gibson, Esq., Chairman
 John Brown, Elected Member
 Brian P. Curtin, 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 March 2018, benefits for contributory retirees and new retirees for the month of March 2018, 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 March 21, 2018 were presented to the Board for their review and approval and on motion duly made by Mr. Brown, seconded by Mr. Kearns, 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. KEARNS, SECONDED BY MR. HEALY, 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	Ellen	Grossi	Sudbury	6/30/2018	3/14/2018	Jul-18
2	Eileen	McCusker	Westford	8/8/2018	3/15/2018	Sep-18
3	David	O'Brien	Dracut	4/26/2018	3/16/2018	May-18
4	Leslie	Rosenberg	Sudbury	6/30/2018	3/16/2018	Jul-18
5	Barbara	Correira	Hudson	6/22/2018	3/19/2018	Jul-18
6	Karen	Lenington-Marti	Chelmsford	5/31/2018	3/19/2018	Jun-18
7	Cynthia	Vatter	Bedford	6/30/2018	3/23/2018	Jul-18
8	Andrea	Wickwire	Wilmington	6/30/2018	3/27/2018	Jul-18
9	Deborah	Hayes	Hopkinton	6/30/2018	3/28/2018	Jul-18
10	John	Blood	Hudson	5/1/2018	3/28/2018	May-18
11	Paul	Buteau	Hudson	4/28/2018	4/2/2018	May-18
12	Albert	White	Pepperell	4/4/2018	3/30/2018	May-18
13	John	Abdulla	Weston	4/6/2018	3/30/2018	May-18
14	Susan	Brennan	Weston	8/1/2018	4/3/2018	Aug-18
15	Selina	Shaw	Boxborough	7/31/2018	4/3/2018	Aug-18
16	Theresa	Herring	Hudson	6/30/2018	4/3/2018	Jul-18

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

NAME	UNIT	RETIREMENT DATE	RETIREMENT OPTION	AMOUNT	
1 Peter	Churchill	Bedford	12/29/2017	B	4,642.62
2 Margaret	Fitzpatrick	Holliston	2/28/2018	A	2,117.67
3 Astrid	Schieck	Westford	2/1/2018	B	364.05
4 John	Senchyshyn	Wayland	2/21/2018	C	5,897.10

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7. ON MOTION DULY MADE BY MR. BROWN, 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.

NAME		UNIT	RETIREMENT DATE	RETIREMENT OPTION	AMOUNT
1 Gary	Dascoli	Chelmsford	1/26/2018	B	1,281.97
2 Joyce	Habib	Tyngsborough	1/31/2018	C	1,046.73
3 Linda	Hillman	Westford	12/5/2017	B	1,356.14
4 James	McCormack, Jr	North Reading	2/1/2018	A	4,794.33
5 Jonathan	Mehtala	Wilmington	2/3/2018	B	1,597.88
6 Terri	Sweeney	Billerica	2/23/2018	B	648.82
7 Cindy	Tseng	Weston	2/9/2018	C	433.77

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3. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. CURTIN, 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	OPTION	AMOUNT
1	Connell Christopher	Billerica	7/1/2017	C	\$5,782.41

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9. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. HEALY, IT WAS VOTED TO RECOGNIZE THE APPROVAL BY BY P.E.R.A.C. ON THE FOLLOWING MEMBER SURVIVOR ALLOWANCES AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER SECTION 12 (2) (D), CHAPTER 32, MASSACHUSETTS GENERAL LAWS:

	NAME		Survivor of:	UNIT	RETIREMENT DATE	MONTHLY AMOUNT
1	Caires	Maria	Patrick	Chelmsford	12/26/2017	\$1,979.01
2	McDougall	Brian	Amy	Shirley	11/26/2017	\$932.82
3	Roche	Stephen	Victoria	Ayer	1/25/2018	\$2,356.77

10. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. CURTIN, 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 DEDU CTION S/GRP	MILIT ARY (Y/N)	DATES
1	BARRY, BRENDAN R. (9474)	ACTON	9%-1	N	
2	KASIKO, SIMON (2767)	ACTON	9%-1	N	
3	NICHOLS, JASON A. (2664)	ACTON	9%-4	N	
4	ROGERS, LEO C. (3798)	ACTON	9%-4	N	
5	MCCRILLIS, MARGARET H (0883)	ACTON/BOXBORO	9%-1	N	
6	MURPHY, CAROL A (0565)	ACTON/BOXBORO	9%-1	N	
7	NORMAN, MARJORIE T (9913)	ACTON/BOXBORO	9%-1	N	
8	WILLIAMS, NANCY V (4012)	ACTON/BOXBORO	9%-1	N	
9	COUILLIARD, STEPHEN M. (3697)	BEDFORD	9%-1	N	
10	CANARIO, OLIVIA R. (4361)	BILLERICA	9%-1	N	
11	ERICKSMOEN, MELISSA R. (5394)	BILLERICA	9%-1	N	
12	GALLAGHER, CHRISTINE M. (2159)	BILLERICA	9%-1	N	
13	PAOLUCCI, VALERIE A. (4719)	BILLERICA	9%-1	N	
14	VAN ARNAM, KRISTYN A. (8372)	BILLERICA	9%-1	N	
15	PIGOTT, KIMBERLEY A. (4579)	BURLINGTON	9%-1	N	
16	SOCCI, MARIA E. (4596)	BURLINGTON	9%-1	N	
17	WANG, MARGARET E. (5160)	CARLISLE	9%-1	N	
18	BORLETTO, TRACY A. (2528)	CHELMSFORD	9%-1	N	
19	CHOUBEY, NEHA (4692)	CHELMSFORD	9%-1	N	
20	CUNHA, CHRISTOPHER A. (9696)	CHELMSFORD	9%-1	N	
21	MARTIN, COURTENEY C. (7597)	CHELMSFORD	9%-1	N	
22	WHITNEY-PERRY, AMY (5963)	CHELMSFORD	9%-1	N	
23	GAGNON, BRIAN T. (5841)	DRACUT	9%-4	N	
24	KEEFE, DAVID J. (1572)	DRACUT	9%-1	N	
25	SANSCARTIER, LAURA C. (3186)	DRACUT	9%-1	N	
26	STRAKER, STEPHEN M (4645)	GROTON	9%-1	N	
27	KAZAN, TARYN L. (4036)	HOLLISTON	9%-1	N	
28	TURNER, NAKISHA E. (6050)	HOLLISTON	9%-1	N	
29	MARSHALL, ETHAN J. (8078)	HOLLISTON	9%-1	N	
30	MCNAMARA, DORIS (7018)	HOLLISTON HOUSING	9%-1	N	
31	OSBORNE, MEGHAN A (3634)	HOPKINTON	9%-1	N	
32	STICKNEY, BENJAMIN O (0991)	HOPKINTON	9%-4	N	
33	THOMAS, LYNN P (2443)	HOPKINTON	9%-1	N	
34	WALSH, STEFANIE J (5162)	HOPKINTON	9%-1	N	
35	SOUSA, SAMANTHA E. (0809)	HUDSON	9%-1	N	
36	WARDWELL, JACOB T. (7077)	HUDSON	9%-1	N	
37	WISER, MARYBETH (2417)	LINCOLN	9%-1	N	
38	O'CONNELL, JOHN J. (1542)	LINCOLN/SUDBURY	9%-1	N	
39	GUERTIN, ROYES W (3732)	LITTLETON	9%-1	N	
40	TUCKER, DAWN E (4948)	LITTLETON	9%-1	N	
41	CARON, JOSEPH L. (5693)	NORTH CHELMSFORD WATER	9%-1	N	
42	LEHBERGER, KEVIN R (3804)	PEPPERELL	9%-4	N	
43	MOTTA, DORIANA M (9161)	PEPPERELL	9%-1	N	
44	TENORE, VANESSA M (5513)	PEPPERELL	9%-1	N	
45	GIBBONS, MICHAEL (3114)	SHIRLEY	9%-1	N	
46	DAVID, RENEE A (9219)	SUDBURY	9%-1	N	
47	KEANE, BRYAN E (5410)	SUDBURY	9%-1	N	
48	LEMON, COREY M (1778)	SUDBURY	9%-4	N	
49	SEGIEN, KEITH R (8870)	SUDBURY	9%-1	N	
50	WELLS, KYLE M (8598)	SUDBURY	9%-1	N	
51	GOLDMAN-DUNHAM, LINDSAY A (3861)	TEWKSBURY	9%-1	N	

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

	NAME	UNIT	% OF DEDU CTION S/GRP	MILIT ARY (Y/N)	DATES
52	MARSHALL, GREGORY E (5343)	TEWKSBURY	9%-1	N	
53	HOFF, EMALINE M. (0778)	TOWNSEND	9%-1	N	
54	FIORILLO, DEBORAH W. (5323)	TYNGSBOROUGH	9%-1	N	
55	GARLAND, CHAD R. (4740)	TYNGSBOROUGH	9%-1	N	
56	BALDWIN, CHRISTINE L (8676)	WAYLAND	9%-1	N	
57	BLAKE, CHRISTOPHER P (1617)	WAYLAND	9%-1	N	
58	BARCK, MICHAEL A. (8195)	WESTFORD	9%-4	N	
59	SIMMONS, BENJAMIN H. (5883)	WESTFORD	9%-4	N	
60	ORTIZ, JANE C (6731)	WESTON	9%-1	N	
61	THIBAULT, ROBERT d (3144)	WESTON	9%-1	N	
62	BOUGIOUKAS, LINDA S. (7232)	WILMINGTON	9%-1	N	
63	CONTRADA, JENNIFER E. (4946)	WILMINGTON	9%-1	N	
64	DRISCOLL, ERIN T. (5191)	WILMINGTON	9%-1	N	
65	VACHON, JUSTIN P. (8002)	WILMINGTON	9%-1	N	

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11. ON MOTION DULY MADE BY MR. HEALY, 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 <u>Kelly Boshar</u>	<u>Chelmsford</u>	<u>4/30/2018</u>	<u>\$ 12,500.00</u>	<u>10 yrs, 7 mos</u>	<u>X</u>	
***member was provided estimate for retirement, still wishes to withdraw**						
2 <u>Carley Brogan</u>	<u>Bedford</u>	<u>4/30/2018</u>	<u>\$ 9,300.00</u>	<u>4 yrs, 4 mos</u>		<u>X</u>
3 <u>Megan Cheung</u>	<u>Weston</u>	<u>4/30/2018</u>	<u>\$ 21,000.00</u>	<u>6 yrs, 10 mos</u>		<u>X</u>
4 <u>Vanessa French</u>	<u>Burlington</u>	<u>4/30/2018</u>	<u>\$ 15,200.00</u>	<u>4 years</u>	<u>X</u>	
5 <u>Jorge Garcia</u>	<u>Tyngsboro</u>	<u>4/30/2018</u>	<u>\$ 5,600.00</u>	<u>2 yrs, 5 mos</u>		<u>X</u>
6 <u>Sandor Goldstein</u>	<u>Holliston</u>	<u>4/30/2018</u>	<u>\$ 1,300.00</u>	<u>8 months</u>	<u>X</u>	
7 <u>Mikayla Lynch</u>	<u>Carlisle</u>	<u>4/30/2018</u>	<u>\$ 14,000.00</u>	<u>3 years</u>		<u>X</u>
8 <u>Cheryl Morris</u>	<u>Billerica</u>	<u>4/30/2018</u>	<u>\$ 5,500.00</u>	<u>6 yrs, 2 mos</u>		<u>X</u>
9 <u>Thomas Murray</u>	<u>Dracut</u>	<u>4/30/2018</u>	<u>\$ 3,300.00</u>	<u>1 yr, 5 mos</u>		<u>X</u>
10 <u>Suzanne Nelhuebel</u>	<u>Hopkinton</u>	<u>4/30/2018</u>	<u>\$ 2,900.00</u>	<u>8 months</u>		<u>X</u>
11 <u>Mary Schofield</u>	<u>Hopkinton</u>	<u>4/30/2018</u>	<u>\$ 3,600.00</u>	<u>1 yr, 10 mos</u>		<u>X</u>
12 <u>Shaun Vidinha</u>	<u>Weston</u>	<u>4/30/2018</u>	<u>\$ 12,900.00</u>	<u>3 yrs, 3 mos</u>		<u>X</u>
13 <u>Caroline Waldman</u>	<u>Holliston</u>	<u>4/30/2018</u>	<u>\$ 6,200.00</u>	<u>5 years</u>	<u>X</u>	
14 <u>William Wood III</u>	<u>Lincoln</u>	<u>4/30/2018</u>	<u>\$ 15,000.00</u>	<u>7 yrs, 9 mos</u>	<u>X</u>	
15 <u>David Swenson, Jr.</u>	<u>Shawsheen</u>	<u>4/30/2018</u>	<u>\$ 7,700.00</u>	<u>1 yr, 2 mos</u>		<u>X</u>
16 <u>Donna D'Amico</u>	<u>Wayland</u>	<u>4/30/2018</u>	<u>\$ 500.00</u>	<u>4 months</u>	<u>X</u>	
17 <u>Charlene Roberts</u>	<u>Hopkinton</u>	<u>4/30/2018</u>	<u>\$ 10,900.00</u>	<u>3 yrs, 4 mos</u>		<u>X</u>
18 <u>Mary Erncst</u>	<u>Holliston</u>	<u>4/30/2018</u>	<u>\$ 1,300.00</u>	<u>8 months</u>		<u>X</u>
19 <u>Monica Baker</u>	<u>Littleton</u>	<u>4/30/2018</u>	<u>\$ 1,200.00</u>	<u>6 months</u>		<u>X</u>

12. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. HEALY, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REFUNDS FOR THE MONTH OF: **March 31, 2018**

Name

<u>MEMBER</u>	<u>Unit</u>		<u>Amount</u>
Abbondanzio, Michael	Sudbury	\$	136.56
Astapoveh, Robert W	Weston	\$	304.25
Beninati, Sandra Leah	Nashoba Valley	\$	7,980.74
Charest, Adrian C.	Acton	\$	9,020.68
Chase, Samuel P.	Chelmsford	\$	365.66
Colbert, Joseph P	Carlisle	\$	171.05
Curran, Marybeth	Greater Lowell	\$	23,014.67
Decola, James	No Reading	\$	20,931.29
Decoste, Janet N.	Carlisle	\$	127.87
Dulchinos, Matthew G	Chelmsford	\$	5,293.88
Fiorenzi, Alison J	Sherborn	\$	7,017.67
Foley, Susan M.	Carlisle	\$	153.50
Fournier, Joanne	Westford	\$	7,849.00
Hart, Amy C	Lincoln	\$	512.42
Harvey, Nancy D.	Carlisle	\$	135.23
Ingemie, Samuel R	Littleton	\$	3,325.10
Jaffer, Roberta A	Carlisle	\$	340.81
Kennedy, Julia P.	Carlisle	\$	303.57
Kyle, Margaret E	Burlington	\$	1,979.48
Lanza, Karie S.	Hudson	\$	1,723.53
Marshall, Laura B	Carlisle	\$	258.79
McLaughlin, Leeanne	Carlisle	\$	283.73
Peverill, Nancy J	Billerica	\$	170.57
Sandberg, Dawn M.	Carlisle	\$	134.48
Schmitz, Benjamin T	Pepperell	\$	6,296.74
Snell, Rachel W	Westford	\$	3,020.88
Tymon, Susan R	Tyngsboro	\$	3.04

Death Refund

Durand, Katherine	Billerica	\$	15,906.24
		\$	116,761.43

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13. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. KEARNS, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING TRANSFERS FOR THE MONTH OF MARCH 2018.

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>	<u>MCRS Accepted Liability</u>
Acton	Norfolk County Retirement a/c Peter Ballou	\$ 3,791.37	7 months, 14 days
Burlington	Massachusetts Teachers' Retirement a/c Korey Barkley	\$ 51,298.56	4 years
Lincoln	Lexington Retirement Board a/c Susan Barrett	\$ 1,878.34	1 year, 3months
Shirley	State Board of Retirement a/c Nathan Boudreau	\$ 7,749.26	2 yrs, 3 mos, 6 days
Hopkinton	Massachusetts Teachers' Retirement a/c Jessica Bousquet	\$ 12,309.91	3 yrs, 4 mos, 11 days
Bedford	Newburyport Retirement Board a/c Karen Bush	\$ 76,796.03	7 months, 5 days
Chelmsford	Massachusetts Teachers' Retirement a/c Marianne Busteed	\$ 7,306.05	5 years, 7 months
Tyngsboro	State Board of Retirement a/c Suellen Champagne	\$ 807.58	2 months, 14 days
Weston	Wellesley Retirement Board a/c Patrick Cleary	\$ 23,961.46	4 years, 4 mos
Weston	Massachusetts Teachers' Retirement a/c James Dudley	\$ 5,293.51	2 years
Bedford	Massachusetts Teachers' Retirement a/c Alysa Holber	\$ 1,656.59	4 months
Hudson	Worcester Regional Retirement Board a/c Brandon Johnson	\$ 17,652.67	1 month
Hopkinton	Wellesley Retirement Board a/c Gerard Jones	\$ 19,001.01	3 yrs, 10 mos, 9 days
Sudbury	Lexington Retirement Board a/c James Kelly	\$ 152,888.88	17 years, 4 months
Boxboro	Barnstable Retirement Board a/c Sean Kennefick	\$ 18,431.42	3 years, 6 months
Bedford	Lawrence Retirement Board a/c Leah Lewin	\$ 861.84	3 months, 14 days
Hopkinton	Worcester Regional Retirement Board a/c Rachel Lipkin	\$ 103.56	1 month, 24 days
Hopkinton	Worcester Regional Retirement Board a/c Brenda McCann	\$ 59,175.39	4 yrs, 4 mos, 15 days
Billerica	Massachusetts Teachers' Retirement a/c Rebecca Percuoco	\$ 211.25	2 months
Burlington	Massachusetts Teachers' Retirement a/c Jeffrey Raymond	\$ 4,785.64	1 year, 10 months
Hopkinton	Norfolk County Retirement a/c Christopher Sandini, Sr.	\$ 204,374.81	21 yrs, 11 mos, 14 days
Ashland	Massachusetts Teachers' Retirement a/c Mia Semensi	\$ 2,731.96	1 year, 5 months
Ashland	State Board of Retirement a/c Andrew Swartz	\$ 3,944.23	10 months
Carlisle	Massachusetts Teachers' Retirement a/c Laura Uglevich	\$ 25,424.59	1 year, 6 months
		\$702,435.91	

14. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. HEALY, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE CREDIT SERVICE PURCHASES AND REDEPOSITS PURSUANT TO G.L. c. 32 §§ 3 and 4, AND TO GRANT CREDITABLE SERVICE AS NOTED, UPON RECEIPT OF PAYMENT, INCLUDING STATUTORY INTEREST, IF APPLICABLE, THROUGH:

	<u>NAME CURRENT UNIT + POSITION</u>	<u>BUYBACK UNIT</u>	<u>BRANCH OR MAKE-UP POSITION</u>	<u>MAKE-UP PERIOD</u>	<u>AMOUNT OF MAKE UP PAYMENT</u>	<u>CREDITABLE SERVICE GRANTED</u>
1	<u>Marjorie Norman</u> <u>Acton-Boxboro R.S.D.</u> <u>Special Ed. Assistant</u>	<u>ABRSD</u>	<u>Special Ed</u> <u>Assistant</u>	<u>10/17/11</u> <u>02/25/18</u>	<u>\$7,659.70</u>	<u>3y, 2m, 16d</u>
2	<u>Jan Watson</u> <u>Billerica</u> <u>Café Worker</u>	<u>Billerica</u>	<u>Café Worker</u>	<u>1993-1994</u>	<u>\$568.69</u>	<u>1m, 3d</u>
3	<u>Mark Cianci</u> <u>Chelmsford</u> <u>Animal Control Officer</u>	<u>Chelmsford</u>	<u>Animal Control</u> <u>Officer</u>	<u>08/02/17</u> <u>01/17/18</u>	<u>\$1,718.33</u>	<u>5m, 15d</u>
4	<u>Holly Mansfield</u> <u>Chelmsford</u> <u>Parks & Recreation</u>	<u>Chelmsford</u>	<u>Parks & Rec</u> <u>Department</u>	<u>09/16/88</u> <u>09/01/92</u>	<u>\$1,111.99</u>	<u>5m, 8d</u>
5	<u>Kimberly Grimes</u> <u>Dracut</u> <u>Food Services</u>	<u>Dracut</u>	<u>Food Services</u>	<u>09/01/09</u> <u>02/09/14</u>	<u>\$2,726.04</u>	<u>2y, 4m, 16d</u>
6	<u>Hannah Ciavarra</u> <u>Holliston</u> <u>Dispatcher</u>	<u>Holliston</u>	<u>Dispatcher</u>	<u>05/01/17</u> <u>01/05/18</u>	<u>\$610.04</u>	<u>2m, 5d</u>
7	<u>Stacey Finnegan</u> <u>Tewksbury</u> <u>Classroom Aide</u>	<u>Tewksbury</u>	<u>Classroom</u> <u>Aide</u>	<u>09/08/14</u> <u>08/27/17</u>	<u>\$606.63</u>	<u>3m, 14d</u>
8	<u>Janet Mitchell</u> <u>Wayland</u> <u>Special Ed Assistant</u>	<u>Waltham</u>	<u>Substitute</u> <u>Teacher</u>	<u>12/01/12</u> <u>08/29/17</u>	<u>\$5,478.82</u>	<u>3y, 4m, 7d</u>
9	<u>Marc Proia</u> <u>Westford</u> <u>Police Officer</u>	<u>Westford</u>	<u>Intermittent</u> <u>Police Officer</u>	<u>10/04/93</u> <u>08/11/96</u>	<u>\$1,534.60</u>	<u>2y, 10m, 7d</u>
10	<u>Brian Farless</u> <u>East Middlesex Mosquito</u> <u>Superintendent</u>	<u>Suffolk County</u> <u>Mosquito Project</u>	<u>Seasonal</u> <u>Assistant</u>	<u>05/23/11</u> <u>10/21/11</u>	<u>\$1,713.22</u>	<u>5m, 2d</u>
11	<u>Stephen Van Landeghem</u> <u>Custodian</u>	<u>Chelmsford</u>	<u>USAF</u>	<u>01/31/73</u> <u>01/27/77</u>	<u>\$12,357.34</u>	<u>3y, 11m</u>
12	<u>Jason Goodwin</u> <u>Police Officer</u>	<u>Groton</u>	<u>USMC</u>	<u>04/21/92</u> <u>04/20/96</u>	<u>\$14,262.64</u>	<u>4y</u>

April 11, 2018

7214

15. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. CURTIN, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE PETITIONING FOR AND/OR RECORDING OF PERAC MEDICAL PANELS FOR FOLLOWING DISABILITY APPLICANTS AND PLACE SAME ON FILE:

<u>NAME</u>	<u>UNIT</u>	<u>TYPE</u>	<u>OPTION</u>	<u>DATE OF BIRTH</u>	<u>PHYSICIANS</u>
1 Paul Lemieux	Westford	Inv. Accidental	?	6/29/71	
2 Albeo Duguay	Stow	Accidental	c	4/5/59	

April 11, 2018

7215

The meeting of the Middlesex County Retirement Board convened at 11:00 A.M. following the meeting of the Subcommittee on Assessments and Investments. Chairman Thomas Gibson and Board members John Brown, Robert Healy, Joseph Kearns and Brian Curtin were present. Lisa Maloney, Chief Administrative Officer, and Nancy O'Neil, Board Secretary, were also present.

Pledge of Allegiance was recited.

At this time, the Board welcomed George Sharis of NCG Office Systems to discuss the Use and Occupancy Agreement. Mr. Sharis informed the Board that he has been gradually removing his equipment out of the additional space he is currently occupying.

After further review and discussion,

On motion duly made by Mr. Curtin, seconded by Mr. Kearns it was moved to increase Mr. Sharis's use and occupancy fee to \$570.00/month and to revise the Use and Occupancy Agreement accordingly.

The motion passed.

Next Mr. Sharis discussed his plans to upgrade the System's fire wall. The Chairman noted recent security breaches that have impacted some governmental units. To protect the System from security breaches, Mr. Sharis assured the Board that the existing back up and disaster recovery server is designed for enhanced protection. Additionally, NCG will be participating in an upcoming cyber security conference. The Board thanked Mr. Sharis and he departed the meeting.

At this time the Board reviewed and approved agenda items #3 through #15, as amended.

With respect to agenda item #16, the Board reviewed the April 4, 2018 correspondence from Lawrence Belanger, an employee of the Town of Billerica.

Mr. Belanger is requesting that the interest portion of his service purchase be paid by the Town of Billerica for the time he was erroneously excluded from membership in the Middlesex County Retirement System. The Town of Billerica directed Mr. Belanger to the Board for resolution. Mr. Belanger has made payment of \$7,330.50 toward his service purchase, including interest.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Kearns, it was moved to table Mr. Belanger's request and to send him a revised bill pursuant to PERAC Memo #14/2018.

The motion passed.

At 11:30 A.M.,

On motion duly made by Mr. Curtin, seconded by Mr. Brown, 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
Brian P. Curtin	YES
Thomas F. Gibson	YES
Robert W. Healy	YES
Joseph W. Kearns	YES

The motion passed.

At 12:00 P.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
Brian P. Curtin	YES
Thomas F. Gibson	YES
Robert W. Healy	YES
Joseph W. Kearns	YES

The motion passed.

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.

2017 Annual Statement of Financial Condition of the System

Ms. Maloney reviewed the 2017 Annual Statement of the Financial Condition of the System and highlighted significant components of the report, including the System's asset growth, 3(8)(c) reimbursements from other retirement systems, contributions received from the member units for the Military Service Fund, and the System's membership statistics, among others.

After review,

On motion duly made by Mr. Healy, seconded by Mr. Curtin, it was moved to accept and execute the 2017 Annual Statement of Financial Condition of the System as presented by Ms. Maloney.

The motion passed.

The Board stated they were appreciative of Ms. Maloney's efforts with respect to the 2017 Annual Statement, and acknowledged this was the second consecutive year that the System did not request an extension from PERAC. The report will also be posted to the System's website.

Retirement Counseling and Processing

Due to the increased demand for retirement counseling, additional appointments have been added each week. According to Ms. Maloney, this revised schedule will continue through September. However, she did note the number of appointments in July will decrease slightly so staff can process retirement applications and ensure that new June retirees receive their first payment on July 31st. Ms. Maloney is also considering placing a disclaimer on the website notifying members that during peak retirement season requests for retirement estimates may take two to four weeks to process.

Benefit Verifications

While the recording of benefit verification forms by staff continues, recorded responses to date indicate 53% of benefit recipients have returned their affidavits. Thirteen were returned due to bad addresses and, as a result, these members will have their retirement allowances terminated this month. Upon receipt of an address change and completed affidavit, payments will be reinstated. Second notices of those who have not returned their affidavit will be sent in May.

Interest Policy

Last week the Chairman and Ms. Maloney met with staff to discuss the implementation of PERAC Memo #14/2018, pertaining to the payment of interest when errors are corrected and how to implement changes in PTG.

Employer Reporting

With respect to 2018 payrolls, the System is fully posted through January.

System Audit

Powers & Sullivan will begin the System's 2017 audit on April 17, 2018. The auditors are expected to be on site for two weeks. Requested materials have been gathered and provided to the auditors.

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

After review,

On motion duly made by Mr. Kearns, seconded by Mr. Brown, it was moved to approve Section 3(8)(c) invoices in the amount of \$1,021,764.30.

The motion passed.

Investments

Ms. Maloney referred the Board to her written report with respect to investment performance delivered earlier today at the Subcommittee Meeting on Assessments and Investments.

A final distribution from Intercontinental Real Estate Fund III in the amount of \$3,856.17 has been received. All assets have been sold and the fund has been closed. Ms. Maloney was directed to notify PERAC of same.

Cash Management

Following the Board's directive at the last meeting, Ms. Maloney did not renew the System's remaining six-month CDs and closed the money market accounts with Belmont Savings Bank and Reading Cooperative Bank. The funds have been reinvested as directed. At the next meeting, the Board will review its Cash Reserve Policy.

Fiduciary and Fidelity Insurance

After review,

On motion duly made by Mr. Healy, seconded by Mr. Curtin, it was moved to renew the System's fiduciary and fidelity insurance policies and to authorize payment of the premiums in the amount of \$168,050.

The motion passed.

Board Member Travel Insurance Policy

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Healy it was moved to renew the Board members' travel insurance policy and to authorize payment of the premium in the amount of \$500.00.

The motion passed.

Building Update

Burnell Controls contacted Ms. Maloney with respect to necessary computer upgrades that must take place in order for the HVAC units to be monitored properly.

After review,

On motion duly made by Mr. Healy, seconded by Mr. Kearns, it was moved to approve the expenditure of the computer system upgrade up to \$22,000, subject to the Chief Administrative Officer's review of the contract and whether the computer system is proprietary, and, if not, to seek competitive quotes for this purpose.

The motion passed.

At this time the Chairman delivered his report.

Litigation Report

The Chairman provided status updates of appeals pending before the Division of Administrative Law Appeals and the Contributory Retirement Appeal Board, and reviewed recent cases.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to authorize the Chairman to conduct additional investigation regarding the appeals of denials of two applications for accidental disability retirement.

The motion passed.

PERAC Update

PERAC's Commission meeting is being held today. Joseph Connarton, Executive Director, will be attending the Advisory Council meeting on May 8th. The Chairman reviewed PERAC Memos 14 and 17 regarding interest and the recent *Vernava* decision, respectively.

PRIM Update

The Chairman referred to his remarks regarding performance given earlier today at the Subcommittee Meeting on Assessments and Investments.

Legislative Update

Transition is expected at the legislature in June with a new Senate President, Karen Spilka.

Education

After review,

On motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to approve the attendance of Board members at the Opal Annual Public Funds Summit East Conference to be held July 16-18, 2018, in Newport, RI 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.

The Chairman and Vice Chairman reported on their recent attendance at the Global Forest Partners Investor Conference. Both noted the high level of pertinent educational benefits provided at this conference. Conference materials were made available to the Board, including the detailed performance report on the World Timber Fund, which has returned 8.3% over the life of the fund. The fund is scheduled to terminate in 2020.

At 1:00 P.M. the Board recessed for lunch.

At 1:30 the Board reconvened back into regular session and welcomed Paula Barrett of One Digital.

The Board Secretary was excused from the meeting and did not return.

Ms. Maloney and Ms. Barrett reported that the revised Employee Handbook was reviewed with staff earlier in the week. Two questions were raised with respect to lunch breaks and the education incentive payment.

With respect to lunch breaks, the Board confirmed its longstanding practice of allowing employees to extend their thirty minute lunch break to 45 minutes by foregoing one of their paid fifteen minute breaks.

With respect to the education incentive payment, the Board confirmed that its position remains that if current employees take advantage of the Educational Assistance Program (i.e., tuition remission) to obtain a degree that will qualify them

for the Education Incentive Payment, the degree must be job-related. However, new employees will have their education experience accounted for when they are first hired.

Ms. Maloney reported that one staff member has been receiving the Associate's Degree education incentive despite having a Bachelor's degree.

After review,

On motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to increase the education incentive payment of the affected staff member, upon proper proof of her Bachelor's degree, effective July 1, 2018.

Finally, Ms. Maloney reported on the results of the survey given to staff regarding the System's hours of operation. Ms. Maloney was directed to make a recommendation to the Board regarding the System's hours of operation and employee work schedules.

Ms. Maloney was excused from the meeting. The Board discussed her performance as Chief Administrative Officer, including her ongoing monthly reporting to the Board, which was evaluated as positive and exceeding expectations. The Board then finalized her compensation for FY 2019. The Board directed the Chairman to advise Ms., Maloney of its determinations and of its near and long term future expectations. Ms. Maloney returned to the meeting, and Ms. Barrett departed.

Next the Chairman resumed his report and discussed the status of litigation regarding the Board's prior investment and associated litigation with First America Asia.

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


17(a) – Robert Moran – The Board approved the accidental disability retirement application.

17(b) – Corey Waite – The Board voted to petition PERAC to convene a medical panel.

There being no further business to come before the Board, on motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to adjourn at 3:20 P.M.




Thomas F. Gibson, Chairman



Brian P. Curtin, Vice Chairman



John Brown, Elected Member



Joseph W. Kearns, Elected Member



Robert W. Healy, Appointed Member

Regular Session Documents

1. Meeting Agenda
2. Cover Page and Agenda Items #3-17(b)
3. Retirement Board Meeting Minutes of March 21, 2018
4. Request for Waiver of Interest from Lawrence Belanger
5. Chief Administrative Officer's Report
6. Cash Balance Sheet and Operating Budget
7. 2017 Annual Financial Statement of the System
8. PRIM Performance Update
9. State Street Performance Update
10. Section 3(8)(c) Payables
11. Active Litigation Report
12. Global Forest Partners Conference Materials