

**MINUTES OF THE
MIDDLESEX COUNTY RETIREMENT BOARD MEETING
September 19, 2018**

1. A Meeting of the Middlesex County Retirement Board was held on Wednesday, September 19, 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. Brown, seconded by Mr. Kearns, it was moved to approve the expenses of the Middlesex County Retirement System: retirement office payrolls for the month of August 2018, benefits for contributory retirees and new retirees for the month of August 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 August 29, 2018 were presented to the Board for their review and approval and on motion duly made by Mr. Kearns, 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. BROWN, 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	Carol	Tuttle Weston	6/30/2018	8/20/2018	Oct-18
2	Rosa	Jarvais Groton Dunstable	9/16/2018	8/22/2018	Oct-18
3	Denise	Sevigny Westford	8/28/2018	8/20/2018	Oct-18
4	Jeanne	Mitchell Groton Dunstable	8/23/2018	8/23/2018	Oct-18
5	Gary	Courtemanche Billerica	11/9/2018	8/24/2018	Dec-18
6	Richard	Reed Bedford	9/18/2018	8/28/2018	Oct-18
7	Alicia	Black Groton Dunstable	8/24/2018	8/28/2018	Oct-18
8	Doria	Gearty Wilmington	9/28/2018	8/29/2018	Oct-18
9	Cynthia	Leach Hopkinton	9/14/2018	8/30/2018	Oct-18
10	Joyce	Desharnais Billerica	9/4/2018	9/4/2018	Oct-18
11	Alfred	Barese Jr. Hudson	10/13/2018	9/6/2018	Nov-18

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6. ON MOTION DULY MADE BY MR. HEALY, SECONDED BY MR. CURTIN, IT WAS VOTED TO RECORD THE APPROVAL 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	Roberta	Jaffer	Carlisle	6/27/2018	A	\$650.75
2	Heidi	Conley	Acton-Boxborough	6/30/2018	A	\$2,622.51
3	Steven	Ledoux	Acton	6/30/2018	B	\$11,663.68
4	George	Trearchis	Tyngsborough	7/2/2018	C	\$6,819.12
5	Judith	Menezes	Chelmsford	6/16/2018	B	\$523.67
6	Edward	Joy	Billerica	4/11/2014	C to A	\$4,345.30
7	Julie	Viscione	Billerica	12/31/2009	C to A	\$343.52
8	Louise	Marquis	Tyngsborough	6/20/1997	C to A	\$783.71
9	Cynthia	Abely	Chelmsford	6/4/2003	C to A	\$857.56

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7. ON MOTION DULY MADE BY MR. HEALY, 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	Robert	Accomando	Billerica	7/15/2018	C	\$1,856.16
2	Joan	Bason	Dracut	8/3/2018	C	\$2,329.08
3	Susan	Brooks	Lincoln	6/30/2018	A	\$2,275.74
4	Linda	Cerullo	Wilmington	8/3/2018	C	\$3,412.44
5	David	Cope	Weston	7/25/2018	C	\$902.13
6	Lisa	DeFusco	Westford	7/20/2018	C	\$774.93
7	Martha	Delucia	Dracut	8/1/2018	B	\$2,295.25
8	Janet	Deshaies	North Reading	6/30/2018	B	\$542.00
9	Jean	Donlan	Westford	7/31/2018	B	\$1,250.26
10	Scott	Edwards	Littleton	8/3/2018	C	\$10,930.92
11	John	Emanouil	Westford	7/31/2018	C	\$2,016.33
12	Walter	Feeney	Burlington	8/2/2018	B	\$3,679.58
13	James	Fenton	Acton	7/12/2018	A	\$478.50
14	David	Gillies	GrotonDunstable	7/31/2018	C	\$1,286.61
15	Judith	Greene	Dracut	8/1/2018	B	\$3,126.54
16	Donald	Greer Jr.	Tewksbury	7/16/2018	C	\$5,229.84
17	Debra	Jackson	Dracut	7/27/2018	B	\$763.77
18	Shirley	Kapopoulos	Hudson	7/31/2018	C	\$3,479.91
19	Gerald	Kenny	Burlington	6/29/2018	A	\$1,474.13
20	Sandra	Maczko	Bedford	6/22/2018	C	\$575.76
21	Harold	Martin	Acton Housing	7/13/2018	A	\$1,421.97
22	Robert	Murphy	Holliston	7/17/2018	C	\$2,534.01
23	James	Musgrave	South Middlesex	8/1/2018	C	\$3,490.65
24	Marianne	Rogers	GrotonDunstable	6/29/2018	B	\$1,155.65
25	Sandra	Romanociz	North Reading	7/31/2018	A	\$3,455.14
26	Angela	Sarnosky	South Middlesex	7/31/2018	B	\$2,655.53
27	John	Sawyer	GrotonDunstable	7/1/2018	C	\$1,165.40
28	Selina	Shaw	Boxborough	7/31/2018	C	\$4,107.75
29	Laura J.	Taylor	Sudbury	6/30/2018	A	\$1,015.52
30	Holly	Tellier	Tewksbury	6/20/2018	A	\$452.13

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8. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, IT WAS VOTED THAT THE FOLLOWING LIST OF APPLICANTS FOR MEMBERSHIP IN THE MIDDLESEX COUNTY RETIREMENT SYSTEM, AND EACH GROUP CLASSIFICATION CHANGE FOR EXISTING MEMBERS, BE ACCEPTED AS EACH APPLICANT AND GROUP CHANGE HAS BEEN REVIEWED AND MEETS THE REQUIREMENTS OF THE LAW, AND EACH APPLICANT QUALIFIES FOR MEMBERSHIP.

NAME	UNIT	% OF DEDUC TIONS/ GRP	MILITARY (Y/N)	DATES	GROUP CHANGE
TAYLOR, MICHAELA R. (3217)	ACTON	9%-1			
MCKELVIE, CURT A (7089)	ACTON/BOXBORO	9%-1			
BOWEN, LYNETTE T. (6468)	ASHLAND	9%-1			
BROOKS, AMY J. (4898)	ASHLAND	9%-1			
FRANK, EMILY R. (1101)	ASHLAND	9%-1			
PREMEAU, LYNNE A. (7864)	ASHLAND	9%-1			
HAHESY, MARGARET M. (5788)	ASHLAND	9%-1			
KOBER, KERRI O. (5087)	ASHLAND	9%-1			
MONTEIRO, ELIZABETH M. (6052)	ASHLAND	9%-1			
O'COIN, JULIE A. (8971)	ASHLAND	9%-1			
PARADISO, DANIELLE (8418)	ASHLAND	9%-1			
VELASCO, PRISCILLA (4467)	ASHLAND	9%-1			
DORE, CHRISTINA A (5786)	AYER	9%-1			
TIERENY, BARBARA M (0602)	AYER	9%-1			
COCHRAN, LINDSAY G. (7725)	AYER/SHIRLEY RSD	9%-1			
DAVIS, MARY JEAN C. (5040)	AYER/SHIRLEY RSD	9%-1			
KILLION, WNDHE B. (6160)	AYER/SHIRLEY RSD	9%-1			
MURPHY, JORDAN J. (1242)	AYER/SHIRLEY RSD	9%-1			
PERRY, ANITA (7512)	AYER/SHIRLEY RSD	9%-1			
WARREN, TRICIA L. (9350)	AYER/SHIRLEY RSD	9%-1			
CASSIDY, MIKAYLA A. (4923)	BILLERICA	9%-1			
DEVITO, MICHAEL R. (5919)	BILLERICA	9%-1			
VOZELLA, ALYSSA A. (9262)	BILLERICA	9%-1			
COLUCI, KELLY J. (2607)	BURLINGTON	9%-1			
DOHERTY, KEVIN M. (0329)	BURLINGTON	9%-1			
ELLIS, REBECCA A. (6713)	BURLINGTON	9%-1			
GRIFFIN, JESSICA C. (3927)	BURLINGTON	9%-1			
LOISELLE, MELISSA L. (0744)	BURLINGTON	9%-1			
MACLEAN, CONNOR C. (5042)	BURLINGTON	9%-4			
MALONEY, MICHAEL A. (5226)	BURLINGTON	9%-1			
MCMAHON, LINDSAY K. (5086)	BURLINGTON	9%-1			
RUSSO, KATHRYN L. (6027)	BURLINGTON	9%-1			
SERAFIN, ALLISON M. (1853)	BURLINGTON	9%-1			
SHIELDS, JENNA L. (0128)	BURLINGTON	9%-1			
SLEJZER, CASEY L. (5586)	BURLINGTON	9%-1			
SPINALE, CHRISTINE A. (1759)	BURLINGTON	9%-1			
TORRES, BRITTANY E. (7405)	BURLINGTON	9%-1			
ANDERSON, HEATHER L. (2252)	CARLISLE	9%-1			
DI RIENZO, EILEEN M. (0093)	CARLISLE	9%-1			
GRENIER, RACHEL A. (9994)	CARLISLE	9%-1			
BOUCHARD, CELESTE L. (0712)	CHELMSFORD	9%-1			
GAUDETTE, LISA A. (0012)	CHELMSFORD	9%-1			
LAURENCIO, ADAM F. (3292)	CHELMSFORD	9%-1			
LUBY, PAUL J. (6543)	CHELMSFORD	9%-1			
MANUPELLI, LISA A. (2096)	CHELMSFORD	9%-1			
MORIN, DANIELLE M. (8688)	CHELMSFORD	9%-1			
PERRY, CANDACE V. (5333)	CHELMSFORD	9%-1			
POTVIA, CHAD P. (9062)	CHELMSFORD	9%-1			
SANDELLI, GINA D. (3701)	CHELMSFORD	9%-1			
VANDAL, RYLAN M. (4459)	CHELMSFORD	9%-1			
DELSOLIA, DEBORAH J. (0901)	DRACUT	9%-1			
LAHIFF, CONOR T. (0832)	DRACUT	9%-1			
RANCOURT, STACEY L. (1319)	DRACUT	9%-1			
BRESNICK, SUSAN S (6502)	DUNSTABLE	9%-1			
MALONE, MICHAEL (6303)	GREATER LOWELL	9%-1			
PIMENTEL, ANN M (8496)	GREATER LOWELL	9%-1			
THERIAULT, ADAM C (1858)	GREATER LOWELL	9%-1	Y	1997 - 1999	
MORRIS, WILLIAM C (3322)	GROTON	9%-1			
CARLSON, JESSICA M. (6713)	HOLLISTON	9%-1			
LINDROS, KELY C. (8193)	HOLLISTON	9%-1			
DAILEY, PAMELA L (3831)	HOPKINTON	9%-1			
DENEEN, LISA A (1953)	HOPKINTON	9%-1			
DUBE, DARCI L (7993)	HOPKINTON	9%-1			
JOHNSON, SHARON M (8719)	HOPKINTON	9%-1			
MCDONALD, SHAWN A (2624)	HOPKINTON	9%-1			
MUCCIARONE, PRESTON (7798)	HOPKINTON	9%-1			
SUDDAPALLI, JYOTHI (0319)	HOPKINTON	9%-4			
COUGHLAN, TAMMY A. (1212)	HOPKINTON	9%-1			
STAVSKY, ALEXANDRA L. (2010)	HUDSON	9%-1			
CARLIN, SHAWN M (9492)	LINCOLN	9%-1			
FAIRCHILD, JANET G (8997)	LITTLETON	9%-4			
KAMBARA, YUKA	LITTLETON	9%-1			
BEAULAC, KATHLENE M. (9002)	NASHOBA VALLEY THS	9%-1			
BELANGER, SHANNON M. (1505)	NORTH MIDDLESEX RSD	9%-1			
HAZARD, JULIEANN (6270)	NORTH MIDDLESEX RSD	9%-1			
WEBB, ROXANNE (5049)	NORTH MIDDLESEX RSD	9%-1			
WHATLEY, TERRENCE J. (4973)	NORTH MIDDLESEX RSD	9%-1			

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NAME	UNIT	% OF DEDUCTIONS/GRP	MILITARY (Y/N)	DATES	GROUP CHANGE
HOGAN, THOMAS F. (0637)	NORTH READING	9%-1			
MOORE, CARRIE (7673)	NORTH READING	9%-1			
SALTZMAN, NICOLE R. (1210)	NORTH READING	9%-1			
TROPEANO, KATELYN A. (9520)	NORTH READING	9%-1			
BOUCHER, DAVID P (4399)	PEPPERELL	9%-1			
ARDINI, JONATHAN N. (0766)	SHAWSHEEN VALLEY THS	9%-1			
MCGUINNESS, KATIE A. (5157)	SHAWSHEEN VALLEY THS	9%-1			
YENTILE, JULIE J. (0110)	SHAWSHEEN VALLEY THS	9%-1			
BEIGEL, AMY S. (7597)	SHERBORN	9%-1			
HANLON, OLIVIA M. (9948)	SHERBORN	9%-1			
LOMBARD, KERRY M. (0357)	SHERBORN	9%-1			
PRITCHETT HANNAH L. (7936)	SHERBORN	9%-1			
RAFFI, MICHELLE K. (5488)	SHERBORN	9%-1			
TYNER, ANN (7648)	SHERBORN	9%-1			
RICE, STEPHEN L. (2005)	SHIRLEY	9%-1			
BRUNO, JEFFREY A. (5794)	SOUTH MIDDLESEX RVTS	9%-1			
MCGRATH, STEVE F. (6817)	SOUTH MIDDLESEX RVTS	9%-1			
VASQUEZ, ERICK A. (5312)	SOUTH MIDDLESEX RVTS	9%-1			
JENKINS, CLAUDINE K (7534)	SUDBURY	9%-1			
HUBBARD, JUSTIN A (7103)	TEWKSBURY	9%-4	Y	3/26/2011-2/29/2012	
LUCIA JR., CHARLES A (4873)	TEWKSBURY	9%-4			Y
MCMULLEN, SARAH C	TEWKSBURY	9%-1			
PAQUETTE, JONATHAN D (7245)	TEWKSBURY	9%-1			
SODERGREN, JOSEPH M (7587)	TEWKSBURY	9%-4			
DOUBLEDAY, WILLIAM (4833)	TEWKSBURY HOUSING	9%-1			
BEAUCHESNE, ROBERT R. (8728)	TYNGSBOROUGH	9%-1			
DESHLER, JONATHAN M. (6061)	TYNGSBOROUGH	9%-1			
TURCOTTE, AMY G. (3023)	TYNGSBOROUGH	9%-1			
BAERG, DANIELLE N (4435)	WAYLAND	9%-1			
BYRNE, LINDSAY E (5808)	WAYLAND	9%-4			
CASEY, ANDREA M (2046)	WAYLAND	9%-1			
CHIASSON, JENNA F (5526)	WAYLAND	9%-1			
CUSSON, LISA M (5319)	WAYLAND	9%-1			
DIAZ, JACQUELINE M (3126)	WAYLAND	9%-1			
DISILVA, DOMINIQUE E (3619)	WAYLAND	9%-1			
GLAVIN, TIMOTHY J (5177)	WAYLAND	9%-1			
HAWLEY, CURTIS E (1705)	WAYLAND	9%-1			
HOPKINS, BRIANNA M (3254)	WAYLAND	9%-1			
HUANG, SUSAN E (0421)	WAYLAND	9%-1			
MULRY, RYAN (3742)	WAYLAND	9%-1			
NEVES, JORDYN N (9733)	WAYLAND	9%-1			
O'ROURKE, JOHN F (0236)	WAYLAND	9%-1			
PRESTON, LESLIE A (6173)	WAYLAND	9%-1			
ARCHIBALD, JENNA M. (8743)	WESTFORD	9%-1			
CHASE, JOSHUA H. (8832)	WESTFORD	9%-1			
GETZEN, GREER M. (3688)	WESTFORD	9%-1			
GRAY, SAMANTHA J. (1658)	WESTFORD	9%-1			
WAHL, TIMOTHY C. (5362)	WESTFORD	9%-1			
BENIOT, ERICK J (4835)	WESTON	9%-4			
GREIG, TROY S (1961)	WESTON	9%-1			
HOLMES, NICOLE M (3001)	WESTON	9%-4			
MCCARTY, GERARD S (7254)	WESTON	9%-1			
MCGOWAN, SEAN P (4748)	WESTON	9%-4			
RODRIGUES, ALVIMAR C (2881)	WESTON	9%-1			Y
WILKINS, BENJAMIN T (7090)	WESTON	9%-1			
BAILEY, CONOR J. (6066)	WILMINGTON	9%-1			
BOURQUE, JOANN M. (8158)	WILMINGTON	9%-1			
DANIZIO, MELINDA D. (2431)	WILMINGTON	9%-1			
HILL, CATHERINE M. (9551)	WILMINGTON	9%-1			
JONES, MEGHAN F. (4556)	WILMINGTON	9%-1			
MARCHESE, DEBORAH C. (3373)	WILMINGTON	9%-1			
MARZI, DEBORAH B. (7878)	WILMINGTON	9%-1			
MICHAUD, KATHLEEN A. (8824)	WILMINGTON	9%-1			
NOVAK, DENISE C. (0498)	WILMINGTON	9%-1			
SAIJA, LAURIE A. (1058)	WILMINGTON	9%-1			
WOODBURY, AMY D. (2345)	WILMINGTON	9%-1			

9. ON MOTION DULY MADE BY MR. CURTIN, 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>David Adamczyk, Jr.</u>	<u>Dracut</u>	<u>9/30/2018</u>	<u>\$ 6,600.00</u>	<u>1 yr, 9 mos</u>		<u>X</u>
2 <u>Sandra Ansaldi</u>	<u>Hopkinton</u>	<u>9/30/2018</u>	<u>\$ 4,900.00</u>	<u>1 yr, 10 mos</u>		<u>X</u>
3 <u>Ellen Bash</u>	<u>Tewksbury</u>	<u>9/30/2018</u>	<u>\$ 1,100.00</u>	<u>5 months</u>		<u>X</u>
4 <u>Michael Cook</u>	<u>Ayer Shirley</u>	<u>9/30/2018</u>	<u>\$ 3,500.00</u>	<u>1 yr, 8 mos</u>		<u>X</u>
5 <u>Robert Ganley, Jr.</u>	<u>Billerica</u>	<u>9/30/2018</u>	<u>\$ 950.00</u>	<u>2 months</u>		<u>X</u>
6 <u>Daniel Jacobs</u>	<u>Billerica</u>	<u>9/30/2018</u>	<u>\$ 5,600.00</u>	<u>1 yr, 2 mos</u>		<u>X</u>
7 <u>Jane Kiliulis</u>	<u>Hopkinton</u>	<u>9/30/2018</u>	<u>\$ 2,700.00</u>	<u>2 yrs, 9 mos</u>	<u>X</u>	
8 <u>Cindy Martineau</u>	<u>No Middlesex</u>	<u>9/30/2018</u>	<u>\$ 61,250.00</u>	<u>14 yrs, 7 mos</u>		<u>X</u>
***member was provided estimate for retirement, still wishes to withdraw **						
9 <u>Onorina Maloney</u>	<u>Chelmsford</u>	<u>9/30/2018</u>	<u>\$ 660.00</u>	<u>Elected Off</u>		<u>X</u>
0 <u>Sarah Murphy</u>	<u>Sudbury</u>	<u>9/30/2018</u>	<u>\$ 2,700.00</u>	<u>1 yr, 4 mos</u>		<u>X</u>
11 <u>Stephen Olson</u>	<u>Shawsheen Vly</u>	<u>9/30/2018</u>	<u>\$ 11,200.00</u>	<u>3 yrs, 10 mos</u>	<u>X</u>	
12 <u>Joan Payne</u>	<u>Bedford</u>	<u>9/30/2018</u>	<u>\$ 25,000.00</u>	<u>5 yrs, 4 mos</u>		<u>X</u>
13 <u>Mark Simmons</u>	<u>Sudbury</u>	<u>9/30/2018</u>	<u>\$ 13,200.00</u>	<u>2 yrs, 9 mos</u>	<u>X</u>	
14 <u>Kate Spinney</u>	<u>Wayland</u>	<u>9/30/2018</u>	<u>\$ 850.00</u>	<u>4 months</u>		<u>X</u>
15 <u>Rachel Walmsley</u>	<u>Chelmsford</u>	<u>9/30/2018</u>	<u>\$ 2,800.00</u>	<u>1 yr, 5 mos</u>	<u>X</u>	
16 <u>Diana MacEacheron</u>	<u>Chelmsford</u>	<u>9/30/2018</u>	<u>\$ 9,600.00</u>	<u>6 yrs, 10 mos</u>	<u>X</u>	

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

<u>MEMBER</u>	<u>Unit</u>	<u>Amount</u>
Ablondi, Catherine M	Wayland	\$ 118.60
Allen, Donald J	Hopkinton	\$ 14,356.80
Ally, Lea M.	Billerica	\$ 3,765.33
Bacon, Ruth E	Billerica	\$ 88.14
Berard, Noelle	Chelmsford	\$ 2,882.71
Bernardi, Richard J	Westford	\$ 14,026.54
Boisvert, Eric	Lincoln	\$ 3,448.70
Bucknam, Virginia A	Burlington	\$ 119.93
Burch, Elizabeth A.	Hudson	\$ 1,565.51
Carmichael, Janet L	Wayland	\$ 45.67
Centauro, Angelina S.	Acton Boxboro	\$ 100.74
Coleman, Scott C.	Boxboro	\$ 667.74
Collins, Katelyn M	Bedford	\$ 522.71
Copeland, Catherine J	Lincoln	\$ 1,687.36
Cummings, Ann M.	Burlington	\$ 636.87
Da Silva, Edilane M.	Hudson	\$ 10,684.21
Derosier, Wade C	Billerica	\$ 7,284.35
Dunn, Gordon W.	Littleton	\$ 1,903.07
Durette, Anita J	Holliston	\$ 540.70
Ebert-Ostgaard, Mary E.	Littleton	\$ 12,633.16
Eliassen, Cynthia F	Westford	\$ 240.29
Fralick, Eileen L	Tyngsboro	\$ 183.98
Garcia, Maria C.	Hudson	\$ 32.43
Gargan, Sandra J	Townsend	\$ 21.90
Geer, Alicia K	Holliston	\$ 1,443.02
Georges, Kathleen A	Tyngsboro	\$ 18,909.59
Greene, Jason S.	Dracut	\$ 27,941.60
Gregoire, Shawn M	Tewksbury	\$ 1,177.80
Hayes, Deborah S	Hopkinton	\$ 7.64
Hussey, Diane A	Acton Boxboro	\$ 1,642.90
Jackson, Jamal	Lincoln Sudbury	\$ 5,197.75
Lapuma, Shannon R	Lincoln	\$ 9,343.94
Leonard, Tina R	Hudson	\$ 8,803.29
Maxson, Roger D.	Acton Boxboro	\$ 9,915.70
Minutolo Jr, John J	Wilmington	\$ 6,572.14
Morris, Sheila M.	Carlisle	\$ 19,452.63
Myers, James A	Wayland	\$ 13,889.62
Nemec, Joyce M	Weston	\$ 392.76
Paikin, Pamela B	Wayland	\$ 135.03
Parent, Melinda K	Lincoln	\$ 10,460.12
Parker, Stephen P.	Pepperell	\$ 8,968.42
Pfeifer, Katelyn E.	Boxboro	\$ 59.35
Qutab, Kazim	Wayland	\$ 5,884.18
Recchio, Michele S	Ashland	\$ 12.13
Renzi, Daniel R.	Dracut	\$ 6,165.30
Rodas, Claudia P	Hopkinton	\$ 1,577.08
Sampson, Paul Joseph	Westford	\$ 4,085.58
Swanson, Scott M	Lincoln	\$ 3,752.51
Treffe, Eveline E	Wayland	\$ 43.66
Walters, Robert D.	Groton Dunstable	\$ 6,326.00
Whitney, Patricia C	Ashland	\$ 11,188.04

September 19, 2018

11. ON MOTION DULY MADE BY Mr. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING TRANSFERS FOR THE MONTH August 31, 2018

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>	<u>MCRS Accepted Liability</u>
Shirley	Worcester Retirement Board a/c Donna Allard	\$ 8,565.26	1 year, 4 months, 11 days
Burlington	Massachusetts Teachers' Retirement a/c Kate Allender	\$ 6,980.43	9 months
Burlington	Chelsea Retirement Board a/c Kyle Browne	\$ 26,318.93	6 years, 7 months
Acton Boxboro	Massachusetts Teachers' Retirement a/c Amy Call	\$ 14,381.18	4 years
Holliston	Massachusetts Teachers' Retirement a/c Brielle Chadsey	\$ 2,044.78	N/A
Lincoln Sudbury	Massachusetts Teachers' Retirement a/c Brian Cochran	\$ 9,237.82	4 years, 2 months, 23 days
Westford	Massachusetts Teachers' Retirement a/c MaryBeth Donlan	\$ 875.30	7 months, 12 days
Tewksbury	Chelsea Retirement Board a/c Michael Frazier	\$ 9,018.44	1 year, 6 months, 12 days
Lincoln	Massachusetts Teachers' Retirement a/c Julie Gallardo	\$ 66.21	15 days
Ayer Shirley	Massachusetts Teachers' Retirement a/c Leslie R.W. Hart	\$ 4,058.67	4 years
Ashland	Milford Retirement Board a/c Crystal Heron	\$ 2,868.64	6 months
Westford	Essex Regional Retirement Board a/c Angus Jennings	\$ 51,470.01	3 years
Westford	Massachusetts Teachers' Retirement a/c Kathryn Lane	\$ 4,115.43	2 years
Tewksbury	Massachusetts Teachers' Retirement a/c Melissa Lane	\$ 3,392.40	2 years
Burlington	Massachusetts Teachers' Retirement a/c Kathleen McDowell	\$ 4,671.73	1 year, 8 months
Groton Dunstable	Lexington Retirement Board a/c David McKenna	\$ 9,725.75	2 years, 6 months, 15 days
Burlington	Massachusetts Teachers' Retirement a/c Andra Niu	\$ 2,231.49	1 year, 7 months
Burlington	Massachusetts Teachers' Retirement a/c David Padula	\$ 4,950.06	2 months
Bedford	Massachusetts Teachers' Retirement a/c Dorothy Pulizzi	\$ 1,875.22	1 year
No. Reading	Massachusetts Teachers' Retirement a/c Jessica Scott	\$5,458.74	2 years
Hudson	Massachusetts Teachers' Retirement a/c Shelby Searles	\$4,089.80	1 year, 10 months, 15 days
Wayland	Massachusetts Teachers' Retirement a/c Laura Semple	\$3,259.32	2 years, 2 months
Wilmington	Watertown Retirement Board a/c Kenneth Storlazzi	\$131,188.50	13 years, 5 months, 20 days
Tewksbury	Massachusetts Teachers' Retirement a/c Christine Strickler	\$558.24	7 months, 11 days
Westford	Massachusetts Teachers' Retirement a/c Stephanie Torigian	\$13,115.54	7 years
Westford	Massachusetts Teachers' Retirement a/c Daniel Twomey	\$114,823.49	7 years
Bedford	Massachusetts Teachers' Retirement a/c Allison Webb	\$7,293.54	3 years, 10 months
		\$446,634.92	

September 19, 2018

12. 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, AS AMENDED, UPON RECEIPT OF PAYMENT, INCLUDING STATUTORY INTEREST, IF APPLICABLE, THROUGH: **September 30, 2018**

	<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>Karen Ernst</u> <u>Billerica</u> <u>School Clerk</u>	<u>Billerica</u>	<u>Clerk</u> <u>& Teacher</u>	<u>03/01/98</u> <u>01/18/07</u>	<u>\$10,757.09</u>	<u>5y, 25d</u>
2	<u>Donna Interrante</u> <u>Billerica</u> <u>Custodian</u>	<u>Billerica</u>	<u>Custodian &</u> <u>Café Worker</u>	<u>10/10/08</u> <u>10/30/17</u>	<u>\$7,703.68</u>	<u>4y, 7m, 5d</u>
3	<u>Edward Riddle Jr.</u> <u>Billerica</u> <u>Custodian</u>	<u>Billerica</u>	<u>Custodian</u>	<u>01/01/89</u> <u>12/31/90</u>	<u>\$3,349.84</u>	<u>2y</u>
4	<u>Robert Armstrong</u> <u>Dracut</u> <u>Building Inspector</u>	<u>Reading</u>	<u>Enforcement</u> <u>Officer</u>	<u>08/11/14</u> <u>07/08/15</u>	<u>\$1,006.72</u>	<u>3m</u>
5	<u>Robert Armstrong</u> <u>Dracut</u> <u>Building Inspector</u>	<u>Tewksbury</u>	<u>Inspector</u> <u>Part-time</u>	<u>11/05/12</u> <u>07/17/15</u>	<u>\$4,627.62</u>	<u>1y</u>
6	<u>Derek Welch</u> <u>Tewksbury</u> <u>Firefighter</u>	<u>Tewksbury</u>	<u>Permanent</u> <u>Intermittent</u> <u>Firefighter</u>	<u>07/08/15</u> <u>12/04/16</u>		<u>1y, 4m, 27d</u>
7	<u>Daniel Barrila</u> <u>Billerica</u> <u>Firefighter</u>	<u>Billerica</u>	<u>USMC</u>	<u>12/28/98</u> <u>06/27/02</u>	<u>\$13,816.95</u>	<u>3y, 6m</u>
8	<u>Patrick O'Brien</u> <u>Billerica</u> <u>Police Officer</u>	<u>Billerica</u>	<u>USN</u>	<u>07/19/99</u> <u>07/18/03</u>	<u>\$17,570.16</u>	<u>4y</u>
9	<u>Linda Jacob</u> <u>Hopkinton</u> <u>Teacher</u>	<u>Hopkinton</u>	<u>School Aide</u>	<u>12/01/88</u> <u>06/30/89</u>	<u>To be calcd by</u> <u>MTRS</u>	<u>7m</u>
10	<u>Sherrie Dunbar</u> <u>Tynsborough</u> <u>Nurse</u>	<u>Tynsborough</u>	<u>School Nurse</u>	<u>09/01/86</u> <u>09/07/87</u>	<u>To be calcd by</u> <u>MTRS</u>	<u>10m</u>

September 19, 2018

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

Petitions for Medical Panel

NAME	UNIT	TYPE	OPTION	DATE OF BIRTH
1 Scott Hyder	Westford	Invol. Accidental	?	2/26/73

Medical Panel Appointments

PHYSICIANS

NAME

1

September 19, 2018

The meeting of the Middlesex County Retirement Board convened at 11:10 A.M. following the meeting of the Advisory Council Subcommittee on Assessments and Investments.

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.

At 11:15 A.M.,

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

Roll Call Vote

John Brown	YES
Thomas F. Gibson	YES
Robert W. Healy	YES
Joseph W. Kearns	YES

The motion passed.

Mr. Curtin arrived at 11:16 A.M.

At 11:32 A.M.,

On motion duly made by Mr. Brown, seconded by Mr. Healy, 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.

At this time the System's auditors, James Powers and Kyle Warne of Powers & Sullivan, appeared before the Board to discuss the scope of the internal control

project and best practices for reporting unexpended funds at the end of the fiscal year. Ms. Maloney advised that she is also seeking guidance from Powers & Sullivan on reporting expected employee contributions on a monthly basis.

Regarding best practices for reporting unexpended funds, Mr. Powers advised that one option is to have the actuary adjust for the permanent surplus and use the funds to decrease unit assessments overall. The other alternative would be to create a capital reserve or capital stabilization fund. With either alternative, Mr. Powers assured the Board the System's financial statements would be in compliance with PERAC's rules and regulations.

Regarding the reporting of expected employee contributions on a monthly basis, Mr. Powers recommends implementing a two year average approach rather than reporting actual figures for budgeting purposes. He can assist Ms. Maloney and staff with the initial implementation.

Finally, with regard to the internal controls project, Mr. Powers advised that once certain areas of concern are identified, a risk assessment will be conducted. The first area of focus will be member payments.

This concluded Mr. Powers' report.

At 12:25 P.M. the Board recessed for lunch and resumed back into regular session at 1:00 P.M.

Building Update

Following an extended leave of absence, the Board welcomed back George Nangle, Building Supervisor.

Mr. Nangle provided the Board with a list of capital improvements completed in FY 2018. Two improvements were not made and will be completed in FY 2019. Specifically, the first floor handicapped accessible bathroom will be renovated and the HVAC computer software system will be upgraded. Both projects were previously approved by the Board.

Mr. Nangle is currently seeking quotes for FY 2019 capital improvements. They include, among other projects, repairing the outside walkway and employee entrance stairs, upgrading the security system, and painting offices and common areas. A portion of the work to be completed has been requested by the System's tenant, Valley Collaborative. The Chairman and Ms. Maloney will review the lease agreement with Valley Collaborative to clarify landlord and tenant obligations.

This concluded Mr. Nangle's report.

At 1:15 P.M.,

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

Roll Call Vote

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

The motion passed.

At 2:05 P.M.,

On motion duly made by Mr. Brown, seconded by Mr. Kearns, 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.

At this time the Board welcomed Paula Barrett of One Digital. The Board Secretary was excused from the meeting.

Ms. Maloney provided the Board with a personnel update. She addressed staff leaves of absences, the recent staff performance evaluation cycle, and reported on the September general staff meeting.

The Board discussed the two vacant staff positions of Member Services Representative and Employer Reporting Representative. The positions were opened to staff members first and there were no internal candidates. The positions were posted externally on the PERAC website and shared with the Advisory Council,

unit payroll administrators and human resources staff. Applications are due September 28th. Final candidates will be interviewed by the Board at its October 17, 2018 meeting.

Ms. Maloney then delivered her report, referring the Board members to her written documentation for a detailed summary of the System's activities since the last Board meeting.

Chief Administrative Officer's Report

Retiree Payroll

The method by which the System receives insurance premium information from the employer units needs to be restructured. The Insurance Submittal Form is not being used in the way in which it was intended. The form needs to be modified and the new process shared with the units. A January implementation is planned. In addition, the health insurance premium reclamation process for deceased retirees needs to be reviewed.

Dependent Benefits/Student Verification Process

Staff is in the process of performing student verifications to determine whether dependent benefits should be terminated. All correspondence has been mailed to parents and/or guardians requesting the pertinent information.

PERAC Notification—M.G.L. c. 32, §§ 8 and 91A Compliance

Ms. Maloney reported that disability retiree Marion King was granted another extension by PERAC to comply with the medical evaluation requirements of G.L. c. 32, §8.

Three disability retirees had their benefits terminated this month for failure to comply with the filing requirements of G.L. c. 32, § 91A regarding their 2017 Annual Statements of Earned Income. Further, PERAC is now utilizing PROSPER to notify retirement boards of disability retirees who have reported earnings in an amount that may result in an adjustment to their disability retirement allowance in accordance with G.L. c. 32, §91A. All income verification and retirement allowance information for the identified disability retirees must be entered through PROSPER within thirty days of PERAC's notification. Forty-six of the System's members need allowable earnings determinations made.

Newsletter

Stories are due October 10, 2018 for the fall newsletter. The newsletters are scheduled to be printed the week of November 5th and mailed by November 15, 2018.

Employer ReportingPayroll Processing

With respect to 2018 payrolls, Ms. Maloney reported 93% of the units are posted through July, and 73% through August.

Employer Education Series

Planning has begun for the three Employer Training sessions that will be held this fall on October 30th, October 3st, and November 1st. In addition to providing information on System enrollment and eligibility, regular compensation issues, and survivor benefit information for active members, the session will clarify the responsibilities of the employer units and focus on recurring reporting issues.

Finance and InvestmentsFY 2019 Appropriation

On August 31, 2018, a second past due notice in the amount of \$21,738.02 was sent to Littleton Housing Authority. Ms. Maloney reported that the unit does not have an approved budget for FY 2019. Further, there are insufficient funds in the unit's operating account to cover the assessment. Littleton Housing Authority's Executive Director has requested an update on the status of the Housing Authority's budget with the Department of Housing and Community Development.

Military Service Credit Fund

Ms. Maloney reported that all units except the Town of Lincoln have responded to the System's request for a list of employees who have been called to active military duty between January 1, 2017 and December 31, 2017. Ten units have identified employees with active military deployments during the requested time frame.

State Retirement System

The meeting planned for September 10, 2018 with the State Retirement System's Director of Fiscal Services to resolve the issues of outstanding Section 3(8)(c) liability payments and COLA payments was postponed. Backup documentation in support of the State Retirement System's figures was requested and not produced in time for the meeting. The meeting will be rescheduled.

Section 3(8)(c)--Accounts Payable

Staff is seeking Board approval to pay the State Retirement System's Section 3(8)(c) invoice.

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7330

After review,

On motion duly made by Mr. Brown, seconded by Mr. Kearns, it was moved to approve the payment of the State Retirement System's Section 3(8)(c) invoice in the amount of \$3,768, 318.85.

The motion passed.

Investments

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

Cash Management

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

Ms. Maloney presented the Board with new rates for the two six-month CDs that are approaching maturity. Each financial institution is offering 2.40% APY.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Brown, it was moved to renew the two six-month CDs that are approaching maturity at a rate of 2.40% APY.

The motion passed.

Business Owners' Insurance Policy

Ms. Maloney reported the System's Business Owners' Insurance Policy and Umbrella Liability Policy have been automatically renewed. The annual premium is \$16,616.00.

Building Update

The Town of Billerica's Street Acceptance and Discontinuance Committee will conduct a public meeting on Tuesday, September 18, 2018 on the acceptance of Linnell Circle and other roads in advance of Town Meeting. The Board of Selectmen will vote whether or not to accept Linnell Circle as a public way on Monday, September 24, 2018.

This concluded Ms. Maloney's report.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to accept the Chief Administrative Officer's report.

The motion passed.

Ms. Barrett departed the meeting at 3:30 p.m.

Chairman's Report

At this time the Chairman delivered his report. The PRIM update and Legislative update were provided at the Advisory Council Subcommittee Meeting earlier this morning. The Litigation Report was reviewed at that time as well.

PERAC Update

The Chairman reported PERAC's search for Joseph Connarton's successor is ongoing.

The Chairman complimented PERAC on a successful Emerging Issues Forum. Of note was retirement administrators' panel regarding best practices and the Social Security update.

Request for Proposals-Actuarial Services

The Board reviewed and finalized the System's Request for Proposals for Actuarial Services and directed Ms. Maloney to post the public notice.

Supplemental Regulation – Regular Compensation

The System's supplemental regulation on regular compensation is being re-drafted.

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

14. (a) – The Board voted to reconsider its denial of the application for accidental disability retirement filed by John Hickey, to accept the application based upon its review of additional medical evidence, and to petition PERAC to convene a medical panel.

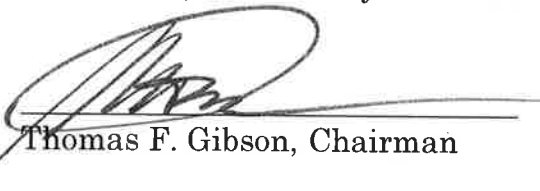
14. (b) – The Board voted to approve the accidental disability retirement of Jonathan Tays.

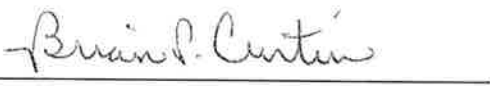
14. (c) – The Board voted to approve the accidental disability retirement of Raymond Harbour.

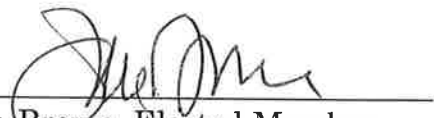
14. (d) – Pending receipt of further information, the Board voted to take no further action on Elizabeth Teixeira’s application for involuntary accidental disability retirement.

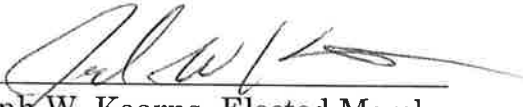
14. (e) Disability Report - By agreement of both parties, the hearing on the involuntary accidental disability application filed by the Town of Dracut on behalf of Wren Maddox-Faria has been rescheduled to October 17th.

There being no further business to come before the Board, on motion duly made by Mr. Curtin, seconded by Mr. Brown, it was moved to adjourn at 4:00 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

BRANK