

**MINUTES OF THE
MIDDLESEX COUNTY RETIREMENT BOARD MEETING
March 6, 2019**

1. A Meeting of the Middlesex County Retirement Board was held on Wednesday, March 6, 2019

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 February 2019, benefits for contributory retirees and new retirees for the month of February 2019, 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. On motion duly made by Mr. Kearns, seconded by Mr. Brown, it was moved to review and accept the cash balance sheet and operating budget.

5. The minutes of the retirement Board meeting held on February 13, 2019 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.

March 6, 2019

6. ON MOTION DULY MADE BY MR. BROWN, 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	William	Dunn	Greater Lowell	6/1/2019	2/5/2019	Jun-19
2	Susan	Mann	Wilmington	4/12/2019	2/6/2019	May-19
3	Lawrence	Keane	Hopkinton	5/1/2019	2/6/2019	May-19
4	Sharon	Poller	Weston	1/25/2019	2/7/2019	Mar-19
5	Craig	Davis	Ashland	3/22/2019	2/8/2019	Apr-19
6	Deborah	Pierce	North Reading	2/15/2019	2/8/2019	Apr-19
7	Rosemary	Harvell	Sudbury	3/19/2019	2/12/2019	Apr-19
8	Gordon	Fitch	Wilmington	4/12/2019	2/12/2019	May-19
9	Savitri	Ramgoolam	Wayland	3/20/2019	2/13/2019	Apr-19
10	Thomas	Boudreau	Hudson	5/30/2019	2/14/2019	Jun-19
11	Patricia	Mulvey	South Middlesex	3/18/2019	2/19/2019	Apr-19
12	Marilyn	Cronin-Sienkiew	Ashby	3/1/2019	2/19/2019	Apr-19
13	Thomas	Walsh	Tyngsborough	2/20/2019	2/20/2019	Apr-19

March 6, 2019

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

	NAME	UNIT	RETIREMENT DATE	RETIREMENT OPTION	AMOUNT
1	Kevin Sheehy	Chelmsford	12/21/2018	B	\$4,159.75
2	Wenlin Yuan	Lincoln	12/20/2018	C	\$926.04
3	Karen Libby	Sudbury	12/31/2018	C	\$1,352.40
4	Denise Lawhorn	Lincoln Sudbury	1/1/2019	B	\$1,060.30

March 6, 2019

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

	NAME		UNIT	SURVIVOR	RETIREMENT DATE	OPTION	AMOUNT
1	Patrick	Crowley	Westford	Judith Crowley	12/1/2018	D	\$500.00
2	Scott	Carragher	South Middlesex	Daniel Carragher	7/30/2018	D	\$145.68
3	Richard	Spaulding	Dracut	Carol Spaulding	7/20/2018	D	\$851.73

March 6, 2019

9. ON A MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. CURTIN, 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	Rebecca Bogart	Sudbury	1/10/2019	B	\$1,920.94
2	Winnie Chan	Westford	1/11/2019	B	\$507.43
3	Jerrie Coates	Ayer	1/22/2019	C	\$421.98
4	Gloria Delli Colli	Tyngsborough	2/2/2019	B	\$1,303.36
5	Craig Denman	Holliston	2/4/2019	C	\$6,705.87
6	Stephen Geldart	Hudson	1/11/2019	B	\$6,649.34
7	Patricia Grandalski	Tyngsborough	1/9/2019	B	\$2,076.91
8	Marie LaRivee	Wilmington	2/1/2018	B	\$3,512.44
9	Clark Larsen	Hudson	2/7/2019	B	\$2,108.37
10	Anne LeBlanc	Ayer-Shirley	1/15/2018	C	\$159.33
11	Linda Lord	Littleton	12/31/2018	A	\$1,183.24
12	Donald Peterson	Chelmsford	1/31/2019	B	\$4,508.79
13	Donna Ricker	Wilmington	2/8/2019	A	\$1,042.55
14	Stephen Sullivan	South Middlesex	2/1/2019	C	\$3,017.76
15	Diane Svendsen	Holliston	12/11/2018	B	\$368.81
16	Francis Teehan	Chelmsford	12/25/2018	C	\$5,818.11
17	Gary White	Chelmsford	1/31/2019	C	\$3,107.46

March 6, 2019

10. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, 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	MILIT ARY (Y/N)	DATES	GROU P CHAN GE	FOLDE R
1	MACLEOD, KRISTIN (6444)	ACTON	9%-1				
2	BYRNE, JESSICA R. (2871)	ACTON/BOXBOROUGH	9%-1				
3	MILEWSKI, CAMERON C. (9653)	ASHBY	9%-4				
4	ALBANESE, KAYLIN M. (9951)	ASHLAND	9%-1				
5	CIARAMICOLI, MICHAEL T. JR. (4535)	ASHLAND	9%-1				
6	FEOLA, MATTHEW F. (3741)	ASHLAND	9%-1				
7	FOSSILE, JOSEPH M. (2904)	ASHLAND	9%-1				
8	IARUSSI, PAUL J. (0824)	ASHLAND	9%-1				
9	CASTLE, DANIKA L. (8245)	BEDFORD	9%-1				
10	CROWLEY, ANDRES M. (2704)	BEDFORD	9%-1				
11	NORESE, MARIA F. (4791)	BEDFORD	9%-1				
12	BANDA, DAVID W. (4335)	BILLERICA	9%-1				
13	COLLINS, SHELAGH M. (6628)	BILLERICA	9%-1				
14	GAMBUCCI, CHERYL A. (7736)	BILLERICA	9%-1				
15	MEIER, ELIZABETH R. (1640)	BILLERICA	9%-1				
16	PARKER, DARLENE M. (7124)*	BILLERICA	9%-1				
17	PRIEST, AMANDA C. (2688)	BILLERICA	9%-1				
18	CLEMENTS, ZACHARY R. (9862)	BOXBOROUGH	9%-1				
19	GORDON, JENNIFER L. (6240)	BURLINGTON	9%-1				
20	MAGRO, NICOLLE G. (9209)	BURLINGTON	9%-1				
21	MCCARTHY, MICHAEL R. (0745)	BURLINGTON	9%-1				
22	ZAREMBA, MICHELE M. (8243)	CARLISLE	9%-1				
23	HAMILTON, DEREK R. (1257)	CHELMSFORD	9%-4	Y	07/2012-07/2016		
24	NEWCOMB, SCOTT R. (2038)	CHELMSFORD	9%-4	Y	09/2005-02/2009		
25	WALKER, NATHAN W. (0036)	CHELMSFORD	9%-1				
26	ANDERSON, AMANDA E. (6976)	GROTON-DUNSTABLE RSD	9%-1				N
27	CAIN, MARY L. (6844)*	GROTON-DUNSTABLE RSD	9%-1				
28	MAYNARD, PHYLLIS P. (9298) *	GROTON-DUNSTABLE RSD	9%-1				
29	SANNAZZARO, JODIE M. (3800) *	GROTON-DUNSTABLE RSD	9%-1				
30	FERRARELLI, NATHAN C. (0438)	HOLLISTON	9%-1				
31	MULKERRIN, SHANNON C. (6044)*	HOLLISTON	9%-1				
32	MURRAY, NICHOLAS R. (4528)	HOLLISTON	9%-1				
33	PARADIE, DONNA E. (5439)*	HOLLISTON	9%-1				
34	RUDDEN, KAREN K. (3912)	HOLLISTON	9%-1				
35	TAIBI-NEMIRI, SUE D. (4196)	HOLLISTON	9%-1				
36	YOUNG, STEVEN M. (2287)	HOLLISTON	9%-1				
37	BHOGOJU, ANU RADHA (9439)	HOPKINTON	9%-1				N
38	CHASE, SAMANTHA J. (6241)	HOPKINTON	9%-1				
39	KARB, MEGAN (2385)	HOPKINTON	9%-1				
40	RAMSEY, KYLEE M. (6990)	HOPKINTON	9%-1				
41	SOUZA, COLLEEN M. (8070)	HOPKINTON	9%-1				
42	CEDRONE, AUDRIA E. (1709)	HUDSON	9%-1				
43	DION, JOSEPH R. (8270)	HUDSON	9%-1				
44	KATSIKAS, EMILY A. (8945)	HUDSON	9%-1				
45	CLEMENS, LINDSAY E. (6166)	LINCOLN	9%-1				N
46	SEARLS, WENDY F. (9463)	LINCOLN	9%-1				
47	TILLMAN JONES, RHONDA M. (3415)	LINCOLN	9%-1				
48	MORTON, KATHIANNE S. (6089)	LITTLETON	9%-1				
49	REGER, JOSEPH N. (4831)	LITTLETON	9%-4				
50	COTTER, CHARLENE (9458)	NORTH MIDDLESEX RSD	9%-1				
51	CARR, KATHLEEN P. (0237)	NORTH READING	9%-1				
52	HALL, JR., THOMAS J. (1507)	PEPPERELL	9%-4				
53	ABAY, ROBERTO K. (3025)	SHAWSHEEN-VALLEY THS	9%-1				
54	HAWTHORNE, KATIE A. (1312)	SHIRLEY	9%-1				N
55	KELLY, BRANDON (9685)	SHIRLEY	9%-1				
56	DUCHESNEAU, ADAM L. (8263)	SUDBURY	9%-1				N
57	FITZGERALD, JULIA A. (0546)	SUDBURY	9%-1				
58	FLANIGAN-BUTTS, AMY L. (5253) *	SUDBURY	9%-1				
59	AUERBACH, KATHY A. (7435) *	WAYLAND	9%-1				
60	BONALEWICZ, JOHN H. (3987)	WAYLAND	9%-4				
61	CLARK, KATHLEEN M. (4978) *	WAYLAND	9%-1				

March 6, 2019

10. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, 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	MILIT ARY (Y/N)	DATES	GROU P CHAN GE	FOLDE R
62 DUNCAN, ALISHA B. (2675)	WAYLAND	9%-1				
63 FERRITER, BRENDAN C. (2065) *	WAYLAND	9%-1				
64 FORD, EMILY N. (8840) *	WAYLAND	9%-1				
65 LEMARBRE, DANA E. (3677) *	WAYLAND	9%-1				
66 LESHORE, APRIL A. (3932)	WAYLAND	9%-1				
67 LYNCH, MARNIE E. (4516) *	WAYLAND	9%-1				
68 MAHONEY, MATTHEW R. (4968)	WAYLAND	9%-4				
69 MALO, KIERSTEN C. (0386) *	WAYLAND	9%-1				
70 MURAI, YUMIKO (0766)	WAYLAND	9%-1				
71 PRATT, JULIE B. (8255)	WAYLAND	9%-1				N
72 RICE, KAYLA L. (2673) *	WAYLAND	9%-1				
73 SMITH, JULIET E. (8713)	WAYLAND	9%-1				
74 SOUZA, KERRY H. (3566) *	WAYLAND	9%-1				
75 O'ROURKE III., EDWARD J. (2496)	WESTFORD	9%-1				
76 CORRIVEAU, NYOMI V. (2282)	WESTON	9%-1				N
77 CAPONE, KATRINA R. (7719)	WILMINGTON	9%-1				
78 COARES, ASHLEY C. (6588)	WILMINGTON	9%-1				
79 TOUMA-CONWAY, CHRISTINE R. (920' WILMINGTON		9%-1				

*Missing enrollment form cleanup

March 6, 2019

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

FEBRUARY 28, 2019

<u>MEMBER</u>	<u>Unit</u>	<u>Amount</u>
Aronian, Michael W.	Bedford	3,719.42
Bedard, Maureen	Tewksbury	12.11
Belanger, Lawrence	Billerica	2,189.81
Burnham, Donna M	Westford	31.91
Byrne, Charlotte M	Holliston	11,291.22
Carlisle, Marc D	Hopkinton	22,142.11
Clark, Lynda J.	Westford	22,476.22
Cloutier, June F.	No. Middlesex RSD	1,393.39
Colleton, James R	Acton Boxboro	203.97
Cullen, Kyle E.	Hudson	19,731.76
Curran, Marybeth	Gr. Lowell RSD	27.77
DaCosta, Robert R.	Boxboro	2,795.88
Doukaszewicz, Roberta K	Chelmsford	21.69
Duguay, Albeo J	Stow	714.73
Ferris, Kerry A	Hopkinton	22.35
Foley, Wendi L.	Westford	14,065.81
Gallotto, Jason R	No. Reading	797.70
Gaumond, Leon Alfred	Weston	362.65
Gentry, Jennifer N	Bedford	13,339.66
Griffin, Mark E.	Ashland	4,634.47
Henriquez, Ricardo J	Wayland	2,561.62
Holt, Scott R	Littleton	120.74
Lawhorn, Denise M.	Lincoln Sudbury	81.00
Martell, Christopher William	Westford	16,078.30
McMahon, Leo F	Dracut	68.63
Metros, George P	Dracut	36,835.82
Minor, Kia L	Weston	4,214.62
Monteiro, Maria R.	Hudson	9,487.86
Paolini, Robert A	Tewksbury	5,156.74
		\$ 194,579.96

March 6, 2019

13. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. BROWN, IT WAS VOTED TO
 RATIFY, CONFIRM AND APPROVE THE FOLLOWING TRANSFERS FOR THE MONTH OF:
FEBRUARY 28, 2019

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>	<u>MCRS Accepted Liability</u>
Hudson	Concord Retirement Board a/c Dominique Andreoli	\$ 2,889.75	1 yr, 3 mos, 9 days
Holliston	Massachusetts Teachers' Retirement a/c Nikole Auger	\$ 6,605.51	3 years
Hudson	State Board of Retirement a/c Michelle Ciccolo	\$ 117,393.04	19 yrs, 10 mos, 13 dyas
Hop	Massachusetts Teachers' Retirement a/c Carol Costa	\$ 3,021.10	2 yrs, 4 mos, 28 days
Tewksbury	Massachusetts Teachers' Retirement a/c Cathy Devlin	\$ 1,283.38	1 year
Billerica	Andover Retirement Board a/c Jame Doherty	\$ 32,601.85	2 yrs, 4 mos, 3 days
Wayland	Massachusetts Teachers' Retirement a/c Jennifer Fioretti	\$ 4,746.87	3 years
Weston	Andover Retirement Board a/c Peter Forcellese, Jr.	\$ 205.70	N/A
No. Middlesex	Massachusetts Teachers' Retirement a/c Hayley Landry	\$ 6,648.46	3 years
Tewksbury	Massachusetts Teachers' Retirement a/c Andrew Mastone	\$ 8,212.71	3 years, 10 days
Billerica	State Board of Retirement a/c Meghan O'Mahony	\$ 240.80	1 month, 10 days
Ashland	Lexington Retirement Board a/c Sheila Page	\$ 26,165.37	2 years
Hudson	Maynard Retirement Board a/c Nancy Paker	\$ 5,878.26	2 yrs, 10 mos
Boxborough	Natick Retirement Board a/c Katelyn Pfeifer	\$ 28,476.52	6 yrs, 9 mos, 9 days
Hudson	Minuteman Reg School Retirement Board a/c Julia Pisegna	\$ 51,949.78	6 yrs, 11 mos, 22 days
Wilmington	Reading Retirement Board a/c Cheryl Tavares	\$ 40,608.54	15 yrs, 4 mos, 18 days
Westford Hsng	Worcester Regional Retirement Board a/c Paul Teixeira	\$ 17,024.29	3 years
Burlington	Massachusetts Teachers' Retirement a/c Jessica Wolfenden	\$ 4,333.28	1 year
		\$ 358,285.21	

14. ON MOTION DULY MADE BY BY MR. CURTIN, SECONDED BY MR. KEARNS, 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: **MARCH 31, 2019**

	<u>NAME CURRENT UNIT + POSITION</u>	<u>BUYBACK UNIT</u>	<u>BRANCH OR MAKE-UP</u>	<u>MAKE-UP PERIOD</u>	<u>AMOUNT OF MAKE UP PAYMENT</u>	<u>CREDITABLE SERVICE GRANTED</u>
1	<u>Debra Thurston</u> <u>Acton-Boxboro</u> <u>Teaching Assistant</u>	<u>Acton-Boxboro</u>	<u>Teaching</u> <u>Assistant</u>	<u>10/01/04</u> <u>06/30/05</u>	<u>\$1,187.11</u>	<u>4m, 15d</u>
2	<u>Stephanie Chimeno</u> <u>Ashland</u> <u>Teacher's Aide</u>	<u>Ashland</u>	<u>Teacher's</u> <u>Aide</u>	<u>09/01/17</u> <u>06/30/18</u>	<u>\$418.35</u>	<u>2m, 14d</u>
3	<u>Andrew Kularski</u> <u>Ayer</u> <u>Police Officer</u>	<u>Leicester</u>	<u>Call</u> <u>Firefighter</u>	<u>06/17/99</u> <u>12/05/01</u>	<u>\$692.70</u>	<u>1m, 5d</u>
4	<u>Andrew Kularski</u> <u>Ayer</u> <u>Police Officer</u>	<u>Paxton</u>	<u>Police</u> <u>Dispatcher</u>	<u>03/24/00</u> <u>11/01/01</u>	<u>\$6,722.79</u>	<u>1y</u> <u>Worcester Regional</u>
5	<u>Andrew Kularski</u> <u>Ayer</u> <u>Police Officer</u>	<u>Hubbardston</u>	<u>Police</u> <u>Dispatcher</u>	<u>08/02/01</u> <u>12/31/01</u>	<u>\$1,350.20</u>	<u>2m, 11d</u>
6	<u>Michael Silva</u> <u>Billerica</u> <u>Custodian</u>	<u>Billerica</u>	<u>Custodian</u>	<u>02/25/11</u> <u>05/06/12</u>	<u>\$4,763.22</u>	<u>1y, 2m, 11d</u>
7	<u>Mary Hopkins</u> <u>Carlisle</u> <u>Administrative Assistant</u>	<u>Carlisle</u>	<u>Administrative</u> <u>Assistant</u>	<u>08/15/05</u> <u>03/04/10</u>	<u>\$9,978.57</u>	<u>2y, 12d</u>
8	<u>Christopher Gagnon</u> <u>East Middlesex Mosquito</u> <u>Field Technician</u>	<u>East Middlesex</u>	<u>Seasonal Field</u> <u>Technician</u>	<u>06/04/90</u> <u>04/28/95</u>	<u>\$6,807.61</u>	<u>1y, 6m</u>
9	<u>Cynthia Valovcin</u> <u>Hopkinton</u> <u>Dispatcher</u>	<u>Holliston</u>	<u>Dispatch/EMT</u>	<u>05/18/06</u> <u>09/17/15</u>	<u>\$11,567.52</u>	<u>2y, 7m, 8d</u>
10	<u>Diane Dunlevy</u> <u>Tewksbury</u> <u>Council of Aging</u>	<u>Tewksbury</u>	<u>Activities</u> <u>Coordinator</u>	<u>11/16/15</u> <u>06/30/16</u>	<u>\$765.76</u>	<u>3m, 12d</u>
11	<u>Kathryn Fuller</u> <u>Wilmington</u> <u>Special Ed. Secretary</u>	<u>Wilmington</u>	<u>Substitute</u> <u>Teacher</u>	<u>10/01/03</u> <u>06/30/05</u>	<u>\$1,386.46</u>	<u>8m, 11d</u>
12	<u>Shane Foley</u> <u>Wilmington</u> <u>Police Officer</u>	<u>Wilmington</u>	<u>ARMY</u>	<u>01/03/13</u> <u>05/07/16</u>	<u>\$15,863.30</u>	<u>3y, 4m</u>

March 6, 2019

7464

15. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. KEARNS, 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 Brian O'Neill	Tewksbury	Invol. Accidental	?	7/18/80

Medical Panel Appointments

NAME				PHYSICIANS
1 Brian O'Neill	Tewksbury	Invol. Accidental	?	Thomas Sciascia Frederick Mansfield Fulton Kornack
2 Gregory Fawkes	Ashland	Acc. & Ord.	?	Michael Rater (3 of 3)

March 6, 2019

7465

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

The Pledge of Allegiance was recited.

Next the Board reviewed and approved agenda items # 3 through # 15.

At 10:11 A.M.,

On motion duly made by Mr. Brown, seconded by Mr. Curtin, it was moved to enter 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
Joseph W. Kearns	YES

The motion passed.

Mr. Healy arrived at 10:27 A.M.

At 10:46 A.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
Robert W. Healy	YES
Thomas F. Gibson	YES
Joseph W. Kearns	YES

The motion passed.

March 6, 2019

7466

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 Processing

As peak retirement season approaches, the demand for retirement counseling has increased. In an effort to meet the challenge, Ms. Maloney is cross-training additional staff on retirement calculations and counseling. Further, members are being encouraged to request a benefit estimate and to utilize the online calculator before making an appointment.

1099 Processing

Yesterday the 2018 1099R electronic file was submitted to the IRS.

Student Verifications

On January 31, 2019, spring semester student verifications were mailed to fourteen benefit recipients. To date, twelve have been returned. Second notices were mailed on February 27, 2019.

MCRS Pension Education Series

Ms. Maloney confirmed the schedule for the six 2019 regional training sessions. Pre-registration will be available via the System's website.

Employer Reporting

With respect to the 2019 payrolls, Ms. Maloney reported 92% of the units are posted through January and 62% of the units are posted through February.

Boxborough continues to lag with outstanding payments. Ms. Maloney will follow up and report back to the Board.

2018 Member Data

Staff submitted the System's 2018 actuarial files for regular and disability retirees as well as active members to PERAC. In addition, the System's 2018 Supplemental Schedule has been submitted to PERAC for review. Staff are now reviewing data for the 2018 Member Annual Statement.

FY 2019 Appropriation

Ms. Maloney reported that Littleton Housing Authority's second half payment for the FY 2019 appropriation remains outstanding. At the Board's direction, Ms.

Maloney will copy Littleton Housing Authority's Board of Directors and PERAC on Littleton Housing Authority's next past due notice.

2019 Interim System Valuation

Staff have delivered the 2018 actuarial files for all active and inactive members to Segal. The asset and liability file is expected to be delivered this month.

The System's Annual Statement of Financial Condition will be presented to the Board for review and approval at the April 10, 2019 Board meeting.

Business Process Documentation Project

Kyle Warne of Powers & Sullivan, the System's auditor, has begun reviewing the retirement office's business processes and interviewing staff. The objective of the project is to develop a stronger set of internal controls and to enhance the System's operating efficiency.

The Board reviewed the cost proposal submitted by Powers & Sullivan for this project and directed Ms. Maloney to discuss with Jim Powers adding language that will cap fees at \$10,000, unless otherwise authorized by the Board.

Audit

Powers & Sullivan will begin the System's 2018 audit on April 22, 2019. It is expected the auditors will be on site for approximately one week.

Section 3(8)(c) Payments

Ms. Maloney reported the total amount billed, with adjustments, for CY 2019 Section 3(8)(c) invoices is \$3,827,397.27. To date, the System has received \$2,100,930.34 from 55 of the 84 retirement systems billed.

With respect to accounts payable, staff requested Board approval to pay \$204,079.14 in Section 3(8)(c) invoices this month.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to approve payment of Section 3(8)(c) invoices for March 2019 in the amount of \$204,079.14.

The motion passed.

Finance and Investments

Ms. Maloney referred the Board to her written report with respect to investment performance. The Board noted the increase to the System's 10-year return to 8.86% (net of fees), as the significant loss resulting from the 2008 worldwide financial collapse are no longer reflected in CY 2019's 10-year return.

As requested, Ms. Maloney obtained new rates for the System's two six-month CDs and one money market account that are approaching maturity. Belmont Savings Bank and Reading Cooperative have proposed 2.65% APY and 2.45% APY respectively for the six-month CDs. Enterprise Bank has proposed 2.20% APY for the System's money market account.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to renew the Certificates of Deposit and money market account at the rates proposed by the institutions.

The motion passed.

Insurance Update

Middlesex County Retirement System's insurance policies are up for renewal. Paul Shanley of Amity Insurance is expected to have quotes from the providers by the April 10, 2019 Board meeting.

Building Update

After an extensive review by the Town of Billerica, the Billerica Public Schools' application for a building permit was approved. The buildout of the lease space on the second floor is progressing. Ms. Maloney informed the Board that there is an outstanding issue regarding the sufficiency of the building's fire alarm system that may need to be addressed in the future. The Board took due note and recognized an upgrade may be required.

Recently the Chairman and Ms. Maloney met with Executive Director Chris Scott regarding Valley Collaborative's leased space. As the Board is aware, Valley Collaborative is occupying additional space outside of the lease agreement. Rather than amend the lease to include the additional space, Ms. Scott has vacated the extra offices and classroom space. During the recent walk through, Ms. Maloney reported that there is extra computer equipment and other materials that are accumulating in the vacant space on the first floor of the building. The Chairman

March 6, 2019

7469

and Ms. Maloney will make arrangements with George Sharis of NCG to dispose of the items.

Finally, with respect to replacing the building's water heater, two quotes have been obtained to date. The third quote is pending.

The Board recessed for lunch at 12:05 P.M. and the Board Secretary was excused from the remainder of the meeting. The Board reconvened in regular session at 1:00 p.m. with Paula Barrett of One Digital in attendance.

Ms. Maloney reported that additional temporary custodial help is necessary as the current contractor is no longer available to assist the retirement office after April 5, 2019. A discussion followed on building operations, overall maintenance requirements, and staffing.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Brown, it was moved to establish an ad hoc Subcommittee on Building Operations to be comprised of Ms. Maloney, Mr. Healy and Mr. Kearns.

The motion passed.

The newly formed Subcommittee on Building Operations is directed to make a recommendation at the next Board meeting as to the staff required to maintain the building.

Next the Board discussed the retirement office's hours of operation. Ms. Maloney will provide the Hours of Operation Survey completed by staff last April to the new employees. The Board will re-visit the issue at its next meeting.

Ms. Barrett departed the meeting.

Due Diligence

After review,

On motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to approve the attendance of Board members and the Chief Administrative Officer at the NCPERS Annual Conference May 19-22 in Austin, TX and that expenses for attendance at said conferences be reimbursed in accordance with the Board's policies and PERAC's travel regulations.

March 6, 2019

The motion passed.

74770

After review,

On motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to approve the attendance of Board members and the Chief Administrative Officer at the MACRS Annual Spring Conference, June 1-5 in Hyannis, MA and that expenses for attendance at said conferences be reimbursed in accordance with the Board's policies and PERAC's travel regulations.

The motion passed.

After review,

On motion duly made by Mr. Healy, seconded by Mr. Brown, it was moved to approve the attendance of the Chairman and the Chief Administrative Officer at the NAPPA Annual Education Conference, June 25-28 in San Diego, CA and that expenses for attendance at said conferences be reimbursed in accordance with the Board's policies and PERAC's travel regulations.

The motion passed.

At this time, the Chairman delivered his report.

Chairman's Report

PERAC Update

PERAC hosted a training session, entitled *Chapter 32 in a Nutshell*, at the System's office on February 21, 2019. It was well presented by PERAC's legal unit, and Board members and administrators from throughout the region were in attendance.

PRIM Update

The March 7, 2019, PRIM Advisory Council meeting has been postponed.

Litigation Update

The Chairman reviewed the System's pending litigation and the recent decision in *Mary Hurley vs. MCRS and MTRS*, in which DALA upheld the Board's calculation of Ms. Hurley's creditable service.

March 6, 2019

7471

Legislation Update

The Chairman reported that the Mass. Retirees Association has filed seventeen bills this legislative session, five of which have been filed in both the House and Senate. The bills address the veterans' bonus, ordinary disability retirements, and post-retirement employment restrictions, among other topics.

Board Meeting Dates

The Board scheduled the next Advisory Council Meeting and regular Board meeting for May 15, 2019. Regular Board meetings were also scheduled for June 19, 2019 and July 17, 2019.

Domestic Relations Order Payments- Michael Murphy

Ms. Maloney reported that Mr. Murphy has resolved the issue of his underpayment of benefits to the Alternate Payee and no further action is required by the Board.

Division of Open Government Advisory- Email Deliberations

The Chairman reviewed with the Board members the Division of Open Government's Advisory regarding email communications between and among Board members. He urged caution so as to avoid inadvertent deliberation through electronic written communications.

Annual Review of System Vendors - Conflict of Interest

The Board members were provided with a copy of the 2018 Vendor List. After review, it was confirmed that no actual or potential conflicts of interest with Board members exist.

NCPERS Certificate of Transparency

The National Conference on Public Employee Retirement Systems awarded its Certificate of Transparency to the Middlesex County Retirement System for its participation in the 2018 *NCPERS Public Retirement Systems Study*, which reports the fiscal condition of retirement systems and the steps that have been taken to ensure fiscal and operational integrity. The NCPERS submission was completed by the Chairman and the Chief Administrative Officer.

This concluded the Chairman's Report.

FY 2020 Budget

Ms. Maloney presented a revised draft of the System's FY 2020 operating budget for the Board's review and discussion. Guidance was provided on personnel costs, professional services, information technology costs, and the building budget, among other areas.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to accept NCG's all-inclusive information technology maintenance plan as modified by the Chairman and Chief Administrative Officer.

The motion passed.

After review,

On motion duly made by Mr. Brown, seconded by Mr. Healy, it was moved to accept the FY 2020 operating budget as presented, with the exception of the Chief Administrative Officer's compensation, which will be finalized at the next Board meeting.

The motion passed.

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


16. (a) – The Board voted to deny the accidental disability retirement of Wayne Garland based on the medical panel certifications.

16. (b) – The Board voted to accept the Dracut Chief of Police's involuntary accidental disability retirement application filed on behalf of Wren Maddox-Faria and to request that PERAC convene a medical panel.

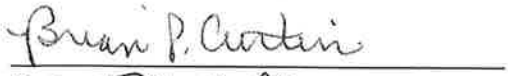
There being no further business to come before the Board, on motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to adjourn at 3:05 P.M.

March 6, 2019

7473




Thomas F. Gibson, Chairman



Brian P. Curtin, Vice Chairman



John Brown, Elected Member



Joseph W. Kearns, Elected Member



Robert Healy, Appointed Member

Regular Session Documents

1. Meeting Agenda
2. Cover Page and Agenda Items #3-16(c)
3. Retirement Board Meeting Minutes of February 13, 2019
4. Chief Administrative Officer's Report
5. Cash Balance Sheet and Operating Budget
6. PRIM Performance Update
7. State Street Performance Update
8. Litigation Report
9. Section 3(8) (c) Payables
10. Powers and Sullivan Special Project Consulting Agreement
11. 2018 Vendor List
12. FY 2020 Operating Budget