

**MINUTES OF THE
MIDDLESEX COUNTY RETIREMENT BOARD MEETING
July 15, 2020**

1. A Meeting of the Middlesex County Retirement Board was held on Wednesday, July 15, 2020

2. Members present:
 - Thomas F. Gibson, Esq. Chairman
 - John Brown, Elected Member
 - Brian P. Curtin, Advisory Council Elected Member
 - Joseph Kearns, Elected Member
 - Robert Healy, Appointed Member (Remotely)

3. On motion duly made by Mr. Curtin, seconded by Mr. Kearns, it was moved, via roll call vote, to approve the expenses of the Middlesex County Retirement System: retirement office payrolls for the month of June 2020, benefits for contributory retirees and new retirees for the month of June 2020, 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. Brown, seconded by Mr. Kearns it was moved, via roll call vote, to review and accept the cash balance sheet and operating budget

5. The minutes of the retirement Board meeting held on June 17, 2020 were presented to the Board for their review and approval and on motion duly made by Mr. Brown, seconded by Mr. Curtin, it was moved, via roll call vote, to approve the minutes of the retirement Board meeting outlined above.

July 15, 2020

6. ON MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. BROWN, IT WAS VOTED, VIA ROLL CALL VOTE, THAT THE FOLLOWING APPLICATIONS FOR SUPERANNUATION RETIREMENTS BE ACCEPTED AND PROCESSED AS PROVIDED UNDER SECTIONS 5 and 10, CHAPTER 32, MASSACHUSETTS GENERAL LAWS:

	NAME		UNIT	RETIREMENT DATE	APPLICATION DATE	ANTICIPATED PAYMENT DATE
1	Maria	Ayala	Bedford	8/23/2020	6/23/2020	Sep-20
2	Mark	Bailey	Billerica	7/10/2020	6/24/2020	Aug-20
3	Rosalina	Carreiro	Littleton	8/31/2020	7/6/2020	Sep-20
4	Laurie	Chabot	Groton Dunstable	6/30/2020	7/8/2020	Aug-20
5	Coreen	Chenelle	North Middlesex	9/19/2020	6/29/2020	Oct-20
6	Douglas	Clark	Wilmington	11/2/2020	7/6/2020	Nov-20
7	Nan	Cook	North Reading	8/11/2020	6/24/2020	Aug-20
8	Jane	Coughlin	Burlington	8/10/2020	6/25/2020	Aug-20
9	Gian	Criscitiello	Lincoln	8/14/2020	7/6/2020	Aug-20
10	Diane	D'Innocenzo	Groton Dunstable	8/8/2020	6/19/2020	Aug-20
11	Patricia Enos	DOR Change	Burlington	6/30/2020	4/15/2020	Jul-20
12	Jo-Ann	Frades	South Middlesex	7/10/2020	6/22/2020	Aug-20
13	Maryjane	Kenney	Acton	9/15/2020	7/1/2020	Sep-20
14	Susan	Lynch	Holliston	6/18/2020	7/1/2020	Aug-20
15	David	Nalchajian	Hopkinton	5/31/2020	6/24/2020	Aug-20
16	Gayle	O'Bryan	Hudson	8/31/2020	6/22/2020	Sep-20
17	Christine Wadsworth	Option Change	Weston	7/1/2020	5/18/2020	Jul-20
18	Robert	Pedrazzi	Ayer	10/8/2020	6/18/2020	Oct-20
19	Kenneth	Richard	Billerica	7/15/2020	7/6/2020	Aug-20
20	Peter	Richardson	Weston	6/17/2020	6/24/2020	Aug-20
21	Mark	Richardson	Pepperell	7/14/2020	6/29/2020	Aug-20
22	Michael	Runyan	Burlington	9/14/2020	7/6/2020	Sep-20
23	Terri	Spinale	Burlington	11/7/2020	7/7/2020	Nov-20
24	Frances	Stander	Bedford	6/30/2020	7/1/2020	Aug-20
25	Richard	Sullivan	Acton	7/10/2020	6/26/2020	Aug-20
26	Debora	Sullivan	Bedford	6/30/2020	7/6/2020	Aug-20
27	Nancy	Torname	Tewksbury	8/31/2020	6/18/2020	Sep-20
28	Richard	Tornquist	Carlisle	7/2/2020	6/17/2020	Jul-20
29	Linda	Welch	North Reading	6/19/2020	6/29/2020	Aug-20
30	Karen	Zekanovic	Billerica	7/1/2020	6/11/2020	Jul-20

July 15, 2020

7. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. KEARNS, IT WAS VOTED, VIA ROLL CALL VOTE, TO RECORD THE APPROVAL BY PERAC OF THE FOLLOWING SUPERANNUATION RETIREMENT ALLOWANCES AND TO PAY THEM THAT ALLOWANCE PROVIDED UNDER SECTIONS 5 AND 10, CHAPTER 32, MASSACHUSETTS GENERAL LAWS.

	NAME		UNIT	RETIREMENT DATE	RETIREMENT OPTION	AMOUNT
1	Elaine	DeLorme	Boxborough	03/31/20250	C	\$2,301.18
2	Richard	Spinale	Tewksbury	2/28/2020	C	\$2,693.46
3	Elizabeth	Williams	Burlington	3/13/2020	C	\$1,479.42

July 15, 2020

8. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED, VIA ROLL CALL VOTE, TO RECORD THE APPROVAL BY PERAC OF THE FOLLOWING ACCIDENTAL DISABILITY RETIREMENT ALLOWANCES AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER SECTION 7, CHAPTER 32, MASSACHUSETTS GENERAL LAWS:

	NAME	UNIT	RETIREMENT DATE	OPTION	AMOUNT	
1	Peter	Pappas	Dracut	3/16/2020	C	\$6,785.31
2	Debra	Saponaro	Carlisle	3/13/2020	B	\$6,620.29

July 15, 2020

9. ON A MOTION DULY MADE BY MR. KEARNS, SECONDED BY MR. BROWN, IT WAS VOTED, VIA ROLL CALL VOTE, TO RECORD THE CALCULATIONS WAIVED UNDER M.G.L, CHAPTER 32, SECTION 21(A) BY PERAC OF THE FOLLOWING SUPERANNUATION RETIREMENT ALLOWANCES AND TO PAY THEM THAT ALLOWANCE AS PROVIDED UNDER M.G.L, CHAPTER 32, SECTION 5.

NAME	UNIT	RETIRE MENT DATE	RETIREMENT OPTION	AMOUNT
1 Ellen Hitchins	Wilmington	5/15/2020	A	\$465.66
2 Kathleen MacDonald	Westford	6/4/2020	A	\$872.55
3 Mark Perry	Tewksbury	5/22/2020	C	\$6,565.86
4 Stephen Spinosa	Burlington	5/29/2020	B	\$2,800.43
5 Arsenio Tavares	Hudson	5/18/2020	C	\$656.22
6 Rosemary Trocki	Hudson	5/31/2020	A	\$2,431.98
7 Virginia Turpin	Lincoln	5/31/2020	B	\$1,783.00
8 Carole Marple	Sherborn	4/2/2020	A	\$2,755.59

July 15, 2020

10. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED, VIA ROLL CALL VOTE, 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/G	MILIT ARY (Y/N)	DATES	GROUP CHANGE
1	MATHIEU, CHRISTOPHER A.	ASHLAND	9%-1			
2	KIZIK, CHRISTOPHER W.	BEDFORD	9%-1			
3	PRIEST, DANIELLE R.	BOXBOROUGH	9%-1			
4	RAMOS, CRISTAL M.	BOXBOROUGH	9%-1			
5	FAUTEUX, MICHAEL G.	CARLISLE	9%-4			
6	HOUMILLER, ANDREW J.	CHELMSFORD	9%-4			
7	DALEY, RICHARD J.	DRACUT	9%-1			
8	PEPE, WYATT J.	GROTON	9%-1			
9	ROBICHAUD, JOHN D.	GROTON-DUNSTABLE RSD	9%-1	Y	10/04/1988-10/03/1992	
10	FIRTH, BRITTANY E.	HOPKINTON	9%-4			
11	WRIGHT, NATHAN C.	HOPKINTON	9%-4	Y	03/13/12 - Present	
12	LUCZAI, KATHERINE L.	HUDSON	9%-1			
13	RAPOPORT, ROBIN A.	LINCOLN	9%-1			
14	BRYANT, GLENN	PEPPERELL HOUSING AUTH.	9%-1	Y	07/08/1980-07/08/1983	
15	RICHARDSON, GREGORY J.	SUDBURY	9%-4			
16	DOHERTY, ROSEMARY E.	TEWKSBURY	9%-1			
17	LAYCOX, PATRICK G.	TEWKSBURY	9%-1			
18	NORMANDIN, CODY M.	TEWKSBURY	9%-4			
19	PALMACCI, ANDREW S.	TEWKSBURY	9%-1			
20	RUFO, JOHN J.	TEWKSBURY	9%-1			
21	DEMAZURE, MISTIE F.	TOWNSEND	9%-1			
22	CARTAGENA, ANGEL Y.	TYNGSBOROUGH	9%-1			
23	DOHERTY, CAROLYN M.	WAYLAND	9%-1			
24	BAIROS, MARIA	WESTFORD	9%-1			
25	LAGASSE, DANIELLE L.	WESTFORD	9%-1			
26	MORASH, JULY A.	WESTFORD	9%-1			
27	CORBE, CAROLYN M.	WESTON	9%-1			
28	KEE, JESSICA W.	WESTON	9%-4			
29	TRUDELE, KATHRYN R.	WESTON	9%-1			

*Missing enrollment form cleanup

11. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. CURTIN, IT WAS VOTED, VIA ROLL CALL VOTE, 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>Kevin Brogan</u>	Carlisle	7/31/2020	\$2,800.00	1 yr, 3 mos		X
2 <u>Bonnie Courtemanche</u>	Billerica	7/31/2020	\$15,300.00	4 yrs, 3 mos		X
3 <u>Janice Casey</u>	Wilmington	7/31/2020	\$3,500.00	2 yrs, 10 mos	X	
4 <u>Daniel Maniace</u>	Littleton	7/31/2020	\$12,000.00	4 yrs, 8 mos	X	
5 <u>Danielle Miles</u>	Wilmington	7/31/2020	\$4,900.00	1 yr, 9 mos	X	
6 <u>Shawna Negron</u>	Lincoln	7/31/2020	\$4,000.00	1 yr, 10 mos		X
7 <u>Elizabeth Silva</u>	Westford	7/31/2020	\$24,000.00	6 yrs, 9 mos		X
8 <u>Joann Sueltenfuss</u>	So Middlesex	7/31/2020	\$13,000.00	1 yr, 10 mos	X	
9 <u>Paul Wedel</u>	Chelmsford	7/31/2020	\$33,500.00	3 yrs, 9 mos		X
10 <u>Miriam White</u>	Lincoln	7/31/2020	\$3,200.00	1yr, 8 mos	X	
11 <u>Samantha Young</u>	Tewksbury	7/31/2020	\$1,500.00	1 year		X

July 15, 2020

12. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. BROWN, IT WAS VOTED, VIA ROLL CALL VOTE, TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING REFUNDS FOR THE MONTH OF : **JUNE 30, 2020**

MR. KEARNS VOTED PRESENT.

<u>MEMBER</u>	<u>Unit</u>		<u>Amount</u>
Beaulieu, Timothy J	Tyngsboro	\$	357.14
Blacquier, Rosemary T.	Holliston	\$	7,707.79
Brossi, Michael A	Holliston	\$	27,876.19
Calistro, Robert B	Tewksbury	\$	43.64
Crowder, Monica M	Tewksbury	\$	550.22
Cunningham, Collen M.	Hudson	\$	7,188.89
Denoncour, Kristen C	Ayer Shirley RSD	\$	2,185.74
Devito, Kim M	Wayland	\$	2,455.60
DiRocco, Donato J	Acton	\$	899.37
Drinkwater, Kristen L	Billerica	\$	7,601.44
Franceschi, Lauren C	Littleton	\$	4,723.71
Freeman, Patricia L	Wayland	\$	9,261.57
Gagnon, Christine A.	No Middlesex RSD	\$	9,993.19
Gillespie, Pamela	Billerica	\$	1,164.34
Kearns, Patricia J	Tewksbury	\$	252.61
Lua, Kari T.	Bedford	\$	4,830.35
Metivier, Janice A	Billerica	\$	236.28
Rector, Dale R	Littleton	\$	18,952.27
Tully, Michelle E	Tewksbury	\$	4,544.52
		\$	110,824.86

7827

July 15, 2020

13. ON MOTION DULY MADE BY MR. CURTIN, SECONDED BY MR. KEARNS, IT WAS VOTED, VIA ROLL CALL VOTE, TO RATIFY, CONFIRM AND APPROVE THE FOLLOWING TRANSFERS FOR THE MONTH OF: **JUNE 30, 2020**

<u>Unit</u>	<u>Retirement System and Member</u>	<u>Amount</u>	<u>MCRS Accepted Liability</u>
Wilmington	Essex Regional Retirement Board a/c Michelle Bryan	\$ 543.77	N/A
Billerica	Massachusetts Teachers' Retirement Sys a/c Veronica Cartier	\$ 2,425.41	11 mos, 26 days
Boxboro	Reading Retirement Board a/c Sean Donahue	\$ 38,481.66	5 mos, 12 days
Dracut	State Board of Retirement a/c James Duggan	\$ 174,495.97	5 yrs, 4 mos, 21 days
Wayland	Lowell Retirement Board a/c David Fuller	\$ 18.00	N/A
Ashland	Marlborough Retirement Board a/c Charlene Johnson	\$ 12,035.80	3 yrs, 5 mos, 21 days
Burlington	State Board of Retirement a/c Michael Julce	\$ 18,539.73	2 yrs, 7 mos
Chelmsford	Massachusetts Teachers' Retirement Sys a/c Kerry Kearns	\$ 21,787.63	3 yrs, 5 days
Bedford	Massachusetts Teachers' Retirement Sys a/c Kristiana Kurth	\$ 2,815.55	2 yrs, 8 mos, 15 days
Westford	Massachusetts Teachers' Retirement Sys a/c Catherine Marie Meagher	\$ 10,106.68	6 yrs, 3 mos, 24 days
Ashby	State Board of Retirement a/c Daniel Murphy	\$ 13,065.74	3 yrs, 1 mos, 9 days
Tewksbury	State Board of Retirement a/c Matthew Pelrine	\$ 26,852.67	4 yrs, 7 mos, 20 days
Chelmsford	Massachusetts Teachers' Retirement Sys a/c Jonathan Pickering	\$ 4,667.25	2 years, 7 mos, 5 days
Ashland	Worcester Regional Retirement Board a/c Christopher Pushee	\$ 5,280.78	1 year, 6 mos, 2 days
Burlington	Andover Retirement Board a/c Anthony Reppucci	\$ 43,851.82	5 yrs, 6 mos, 7 days
Billerica	Somerville Retirement Board a/c Alfred William Rymill	\$ 31,164.87	5 yrs, 1 mos
Bedford	Massachusetts Teachers' Retirement Sys a/c Rachel Slitt	\$ 1,669.79	1 year
Sudbury	Massachusetts Teachers' Retirement Sys a/c Julie Ward	\$ 1,998.53	1 year
Burlington	Massachusetts Teachers' Retirement Sys a/c Lisa Wardyga	\$ 1,523.54	1 year
Chelmsford	Methuen Retirement Board a/c Joseph Wyman	\$ 21,934.53	3 yrs, 5 mos, 17 days
		\$ 433,259.72	

July 15, 2020

7828

14. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. CURTIN, IT WAS VOTED, VIA ROLL CALL VOTE, TO RATIFY, CONFIRM, AND APPROVE SERVICE CREDIT 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:
August 31, 2020

	NAME CURRENT UNIT + POSITION	BUYBACK UNIT	BRANCH OR MAKE- UP POSITION	MAKE- UP PERIOD	AMOUNT OF MAKE UP PAYMENT	CREDITABLE SERVICE GRANTED
1	<u>Christina L. Pyles</u> <u>Lincoln</u> <u>Special Tutor</u>	<u>Lincoln</u>	<u>Substitute Teacher</u>	<u>09/14/17</u> <u>04/09/18</u>	<u>\$599.25</u>	<u>3m, 3d</u>
2	<u>Sandra L. Niewiera</u> <u>Hopkinton</u> <u>Cafeteria- Cook Manager</u>	<u>Sutton</u>	<u>Substitute Teacher</u>	<u>09/15/06</u> <u>08/26/12</u>	<u>\$7,182.19</u>	<u>4y, 16d</u>
3	<u>Lisa M. Botte</u> <u>Billerica</u> <u>Library Assistant</u>	<u>Wilmington</u>	<u>Library Page</u>	<u>01/01/87</u> <u>12/31/89</u>	<u>\$1,112.47</u>	<u>7m, 11d</u>
4	<u>Everett K. Schlegal</u> <u>Chelmsford Housing Authority</u> <u>Maintenance Mechanic</u>	<u>Chelmsford Housing Authority</u>	<u>Navy</u>	<u>12/28/87</u> <u>11/15/88</u>	<u>\$4,241.39</u>	<u>10m</u>
5	<u>Christopher M. Herrstrom</u> <u>Ayer</u> <u>Communications Director</u>	<u>Ayer</u>	<u>Call Firefighter</u> <u>Dispatcher</u>	<u>01/24/14</u> <u>09/17/14</u>	<u>\$1,995.62</u>	<u>6m, 9d</u>
6	<u>Michael A. Willey</u> <u>Tewksbury</u> <u>Firefighter</u>	<u>Tewksbury</u>	<u>Maintenance Staff</u>	<u>08/20/09</u> <u>12/06/12</u>	<u>\$2,960.31</u>	<u>1y, 19d</u>
7	<u>Steven M. Acquaviva</u> <u>Littleton Housing Authority</u> <u>Maintenance Supervisor</u>	<u>Westford Housing Authority</u>	<u>Maintenance Staff</u>	<u>04/01/04</u> <u>03/26/10</u>	<u>\$11,823.35</u>	<u>2y, 4m, 13d</u>
8	<u>Michael J. Calthorpe</u> <u>Westford</u> <u>Firefighter/Paramedic</u>	<u>Tyngsborough</u>	<u>Call Firefighter</u>	<u>02/01/13</u> <u>02/05/18</u>	<u>\$6,638.14</u>	<u>1y, 5m, 21d</u>
9	<u>Salam N. Elmasri</u> <u>Billerica</u> <u>Paraprofessional</u>	<u>Billerica</u>	<u>Substitute Teacher</u>	<u>07/07/18</u> <u>03/01/20</u>	<u>\$1,924.86</u>	<u>1y, 6m, 2d</u>
10	<u>Joanne M. Lipocky</u> <u>Hopkinton</u> <u>Administrative Assistant</u>	<u>Franklin: Norfolk County</u>	<u>Substitute Secretary</u>	<u>10/01/03</u> <u>06/30/05</u>	<u>\$1,589.08</u>	<u>3m, 15d</u>
11	<u>Bryan V. Nasworthy</u> <u>Tyngsborough</u> <u>Police Lieutenant</u>	<u>Tyngsborough</u>	<u>Army</u>	<u>12/02/87</u> <u>12/01/91</u>	<u>\$7,377.56</u>	<u>4y</u> <u>Reauthorization</u>
12	<u>Catherine M. Dell'Orfano</u> <u>Tewksbury</u> <u>Food Services</u>	<u>Tewksbury</u>	<u>Food Services</u>	<u>09/09/16</u> <u>09/19/19</u>	<u>\$2,350.90</u>	<u>1y, 6m, 11d</u>
13	<u>Stephanie M. DeBay</u> <u>Groton-Dunstable</u> <u>Administrative Assistant</u>	<u>Groton-Dunstable</u>	<u>Substitute Teacher</u>	<u>01/14/00</u> <u>07/20/00</u>	<u>\$680.02</u>	<u>2m, 13d</u>

July 15, 2020

15. ON MOTION DULY MADE BY MR. BROWN, SECONDED BY MR. KEARNS, IT WAS VOTED, VIA ROLL CALL VOTE, 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
Leo McMahon	Dracut	Accidental (94B)	C	10/3/67
Richard Cote	Burlington	Accidental		3/26/62
Anthony Fontana	Billerica	Ordinary/Accidental	C	8/13/55

Medical Panel Appointments

Physicians

NONE

Order Suspending Certain Provisions of the Open Meeting Law

The meeting of the Middlesex County Retirement Board convened at 10:00 A.M. in accordance with the Governor's March 12, 2020 *Order Suspending Certain Provisions of the Open Meeting Law* ("the Order") due to the COVID-19 pandemic. Specifically, public access to the meeting was provided solely through remote participation utilizing the GoToMeeting platform.

Notice of Remote Participation

Chairman Thomas Gibson and Board members John Brown, Brian Curtin and Joseph Kearns were present. Lisa Maloney, Chief Administrative Officer, was also present.

Board member Robert Healy participated remotely in accordance with the Governor's March 12, 2020 Order. From his remote location, Mr. Healy stated that for executive session purposes, there were no other persons present who were able to hear the executive session proceedings and discussions.

The Pledge of Allegiance was recited.

With respect to agenda item #16, the Board conducted a review under G.L. c. 32, §15(4) of certain documents from Cheshire County Superior Court, New Hampshire regarding *State v. Dana Berard*, Docket No. 07-S-0008 and 07-S-0009 to determine whether the May 2007 conviction and sentencing of Dana Berard, a retiree of the Middlesex County Retirement System, for a pattern of sexual assault against a juvenile, should require the forfeiture of his rights under Chapter 32. At least one of the multiple criminal offenses to which Mr. Berard pled guilty took place while on duty and using a resource of the member's employer to facilitate his crime. The member was advised of the Board's meeting and invited to show cause either by remotely attending the meeting or otherwise as to why the provisions of G.L. c. 32, §15(4) should not apply. The member failed to appear.

After review,

On motion duly made by Mr. Kearns, seconded by Mr. Brown, it was moved that the Board find that the member's criminal conviction for sexual assault against a juvenile violated the laws applicable to his position, and further find that the mandatory pension forfeiture provision of G.L. c. 32 § 15(4) applies; that the member receive a return of his accumulated total deductions, with zero interest, less the amount of retirement payments received to date, and the Chairman so notify Dana Berard and all appropriate parties of the Board's findings and appeal rights.

Roll Call Vote

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

The motion passed.

At this time, the Chairman, Mr. Brown, Mr. Curtin, Mr. Kearns, and Mr. Healy reviewed and approved via roll call vote agenda items #3 - #11, and #13 - #15. With respect to agenda item #12, Mr. Kearns disclosed that his wife, Patricia Kearns, is receiving a refund from the System for an overpayment of interest on an installment plan.

After review,

On motion duly made by Mr. Curtin, seconded by Mr. Brown, it was moved to approve refunds for the month of June.

Roll Call Vote

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

The motion passed.

At 10:25 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 Curtin	YES
Thomas F. Gibson	YES
Robert Healy	YES
Joseph W. Kearns	YES

The motion passed.

At 11:00 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 Curtin	YES
Thomas F. Gibson	YES
Robert Healy	YES
Joseph W. Kearns	YES

The motion passed.

Chief Administrative Officer's Report

At this time, Ms. Maloney referred the Board members to her written report for a detailed summary of the System's activities since the last Board meeting.

Retirement Counseling and Processing

Ms. Maloney discussed the number of superannuation retirement applications to be processed over the course of the next several months, including 80 in July. All benefits calculations will be completed and payment received by July 31st as planned. The Chairman commended Ms. Maloney and the staff for their efforts in ensuring new retirees receive their first payment in a timely manner.

The new Cost of Living Adjustment ("COLA") will be paid this month to all eligible retirees. With respect to Section 100 benefit increases, staff have requested the necessary contract information from the employer units to determine whether adjustments should be made.

Benefit Verifications

The second cycle of the benefit verification process is complete with a rate of return of 98%. There are still 107 benefit recipients who have not returned their affidavits.

Final notices will be mailed on July 20, 2020. If the forms are not received by August 14, 2020, the recipients will not receive their August 31st payment.

Department of Revenue – Child Support Orders

Ms. Maloney reported that the System is now required to transmit child support payments to the Massachusetts Child Support Enforcement State Disbursement Unit (“MA CSE SDU”) via EFT rather than paper check. PTG has developed and is currently testing the required direct deposit addenda for child support payments. Once a test file is available, the file transfer process will be coordinated among the retirement system, Enterprise Bank, and MA CSE SDU.

MCRS Pension Education Series

Ms. Maloney reviewed the schedule for the three remaining 2020 regional training sessions. In light of the pandemic, the Board advised Ms. Maloney to cancel the fall sessions scheduled in Groton, Stow and Tyngsborough. As an alternative, the Board would like to offer a virtual training program and directed Ms. Maloney to invite Melissa Hurley of MJH Communications to the next meeting.

Regular Compensation Project

Ms. Maloney reported that staff are working with the employer units to determine if certain non-contributing employees are regularly employed in another position in a different unit. If so, units are being instructed that the member’s wages from the non-contributing, second position are, in fact, pensionable and deductions should be withheld. The member then is billed for retroactive retirement contributions.

FY 2021 Appropriation

In May, invoices were mailed notifying employer units of their FY 2021 retirement appropriation. The total amount billed by the System was \$137,847,583. To date, the System has received \$109,993,540. Fifty-four units have submitted payments, 45 of which have paid in full. Second notices will be sent in August. In addition, the Town of Littleton submitted an extra payment toward its unfunded liability in the amount of \$926,000.

Military Service Credit Fund

Ms. Maloney reported that 76% of the units have responded to the System’s request for a list of employees who have been called to active military duty between January 1, 2019 and December 31, 2019. Responses are due July 31, 2020.

Payments were due July 1, 2020 from units with employees called to active military duty between January 1, 2018 and December 31, 2018. To date, Hopkinton,

Pepperell and Tyngsborough have not submitted payment. The Board directed the Chairman to contact each unit's Treasurer.

GASB 67 & 68 Reporting/System Valuation

Ms. Maloney notified the Board that The Segal Company completed the System's 2019 GASB 67 & 68 reports, which are currently under review by the System's auditors, Powers & Sullivan. The 2020 System Valuation is being prepared now. The Chairman was directed to contact the System's actuary for a status update on the 2020 Valuation.

Audit Update - PERAC

Next, Ms. Maloney reported on the meeting with PERAC's auditors to discuss their review of the System's 2014-2018 retiree payrolls. The auditors raised questions related to creditable service calculations, service credit purchase calculations, regular compensation, salary averages, dates of retirement, among others. Ms. Maloney reported that staff will be addressing the issues that have been identified.

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

The total amount billed, with adjustments, for CY 2020 Section 3(8)(c) invoices is \$4,510,975.14. To date, the System has received \$4,495,305.89 from 86 of the 87 retirement systems. Haverhill Retirement System's payment in the amount of \$15,669.25 is still outstanding. The Board will address the matter at its August meeting.

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

Staff is seeking Board approval to pay \$13,407.45 in Section 3(8)(c) invoices for the month of July.

After review,

On motion duly made by Mr. Kearns, seconded by Mr. Brown, it was moved to approve payment of the Section 3(8)(c) invoices for the month of July as listed.

Roll Call Vote

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

The motion passed.

Investments

Ms. Maloney referred the Board to the System's investment performance reports.

BNY Mellon Class Action Payment Notification

Next, Ms. Maloney informed the Board that BNY Mellon filed claims on behalf of the System in class action settlements regarding its Alliance Capital and Harbor Capital accounts. The System has been notified it will receive \$452.46 in class action payments.

Valley Collaborative

Ms. Maloney reported that one of the building's tenants, Valley Collaborative, has requested touch-free faucets and soap dispensers to be installed in the bathrooms on the first floor to prevent the spread of COVID-19 and other bacteria and viruses. After discussion, the Board directed Ms. Maloney to notify Valley Collaborative that it may proceed with the enhancements at its own cost and seek the appropriate COVID-19 financial relief.

Minuteman Security Upgrade

Ms. Maloney presented the Board with a proposal from Minuteman Security to install additional cameras to the System's security system. As part of the camera installation, the vendor recommended that the System upgrade its recording devices as well. The Board directed Ms. Maloney to obtain competitive bids for installing additional cameras and upgrading the recording system.

Employee Sick Leave Bank

Next, Ms. Maloney reported on the status of the Employee Sick Leave Bank. Staff is seeking Board approval to add 6.575 hours to the bank due to the recent retirement of a staff member in accordance with the retirement office's Sick Leave Bank Policy.

After review,

On motion duly made by Mr. Kearns, seconded by Mr. Curtin, it was moved to approve the addition of 6.575 hours to the Employee Sick Leave Bank in accordance with the retirement office's Sick Leave Bank Policy.

Roll Call Vote

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

The motion passed.

Finally, Ms. Maloney discussed tasks to be completed in the next ninety days. This concluded Ms. Maloney's report.

At 12:10 P.M., the Board recessed for lunch and reconvened in regular session at 12:50 P.M.

Education

After review,

On motion duly made by Mr. Brown, seconded by Mr. Curtin, it was moved to approve the participation of Board members and the Chief Administrative Officer at the NCPERS Virtual Public Pension Forum to be held August 24-25, 2020, and that registration expenses for attendance at said conference be reimbursed in accordance with the Board's policies and PERAC's regulations.

Roll Call Vote

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

The motion passed.

Chairman's Report

At this time, the Chairman delivered his report.

PERAC Update

The Chairman noted that the July PERAC Commission meeting was cancelled. He reported on various personnel changes.

PRIM Update

The Chairman referenced PRIT's investment returns as presented to the Board earlier by Ms. Maloney.

Legislative Update

There was no legislative update. Formal session ends July 31, 2020.

Litigation Update

The Chairman reviewed his litigation report which had been provided previously to the Board.

COVID- 19 Update

The Chairman referenced NCPERS' rebuttal to allegations that COVID-19 will turn the state pension problem into a fiscal crisis. He stated that pensions, by their very nature, are long-term propositions for state and local governments. Eliminating public pensions will not solve state fiscal problems.

Review of Supplementary Travel Regulations Policy

The Board reviewed its existing travel policy and discussed amending the language to expand the use of the System's debit card for Board related expenses, travel and lodging.

After review,

On motion duly made by Mr. Brown, seconded by Mr. Curtin, it was moved to approve the amended supplemental travel regulations effective July 1, 2020, and to submit same to PERAC for approval.

Roll Call Vote

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

The motion passed.

July 15, 2020

Election of the Fourth Member of the Middlesex County Retirement Board

The Board reviewed the election procedures and tentatively set the Election Board meeting for Wednesday, November 18, 2020, subject to confirmation by the Chief Administrative Officer. Ballots are tentatively scheduled to be tabulated by the Election Board on Wednesday, December 16, 2020. In addition, the Board tentatively scheduled its October meeting for October 21, 2020. The Board will review the schedule again at its August meeting.

First and Fifth Member Appointment Schedule

The Board reviewed the procedures for appointing the First and Fifth members to the Middlesex County Retirement Board. The members' terms expire December 31, 2020 and December 17, 2020, respectively.

This concluded the Chairman's report.

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

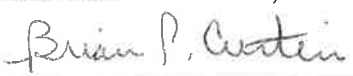
17(a). The Board voted to approve the accidental disability retirement application of Jeffrey Brown.

17(b). The Board voted to schedule an investigation and conduct further review of the application for accidental disability retirement of John Salmi.

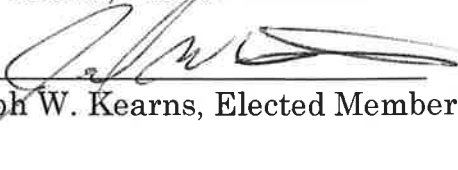
17(c). Disability Report. The Board voted to deny Robert Powderly's application for accidental disability retirement as a matter of law.

There being no further business to come before the Board, on motion duly made by Mr. Brown, seconded by Mr. Curtin, it was moved to adjourn at 1:30 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
3. Retirement Board Meeting Minutes of June 17, 2020
4. Chief Administrative Officer's Report
5. Cash Balance Sheet and Operating Budget
6. PRIM Performance Report
7. State Street Performance Update
8. Litigation Report
9. List of Section 3(8) (c) accounts payable
10. Supplementary Travel Regulation
11. Amended First Member Appointment Policy
12. Fifth Member Appointment Policy