

Notice of Remote Participation

The meeting of the Middlesex County Retirement Board convened at 11:35 A.M. Present at the Board's offices were Chairman Thomas Gibson and Board members John Brown, Brian Curtin, Joseph Kearns, and Robert Healy. Lisa Maloney, Chief Administrative Officer, and Nancy O'Neil, Board Secretary, were also present. Members of the public were required to access today's meeting via the GoToMeeting platform.

The Pledge of Allegiance was recited.

The Chairman congratulated Mr. Curtin on his uncontested re-election by the Advisory Council earlier this morning to the position of Second Member of the Middlesex County Retirement Board.

Next, there being no requests by any Board member to remove items from the Consent Agenda,

On motion duly made by Mr. Brown, seconded by Mr. Healy, it was moved to approve Consent Agenda items #3a.-3#p.

The motion passed.

At 11:43 A.M.,

On motion duly made by Mr. Brown, seconded by Mr. Kearns, 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
Robert W. Healy	YES
Joseph Kearns	YES

The motion passed.

December 15, 2021

8236

At 12:15 P.M.,

On motion duly made by Mr. Brown, seconded by Mr. Kearns, it was moved to come out of Executive Session and recess for lunch.

Roll Call Vote

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

The motion passed.

At 12:53 P.M., the lunch recess ended.

On motion duly made by Mr. Brown, seconded by Mr. Kearns, 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 (n) of the Public Records Law (G.L. c. 4, s. 7(26)(n)) exempting records which relate to cyber security or other infrastructure located within the Commonwealth, the disclosure of which is likely to jeopardize cyber security, 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 1:26 P.M.,

On motion duly made by Mr. Brown, seconded by Mr. Curtin, it was moved to come out of Executive Session.

Roll Call Vote

8237

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

The motion passed.

Chief Administrative Officer's Report

At this time, Ms. Maloney delivered the Chief Administrative Officer's report. She referred the Board members to her written summary of the System's activities since the last Board meeting.

Ms. Maloney reported on the number of superannuation retirements to be processed for the month of December. To assist members going through the superannuation retirement process, staff prepared a Frequently Asked Questions sheet. It is provided to members during retirement counseling sessions and with the retirement application package.

Since her last report to the Board, accidental disability retirees Daniel Gaynor and Michael Phillips have complied with the requirements of G.L. c. 32, § 91A by filing a complete 2020 Annual Statement of Earned Income.

Next, Ms. Maloney reported that the year-end balancing of benefits paid and the reconciliation with 1099R reporting is progressing without any issues.

With respect to the FY 2022 appropriation, to date the System has received \$130,714.50 of the \$310,642 due. The Town of Littleton has made another payment toward its unfunded liability in the amount of \$774,083.12. The units have made \$3,551,485.13 in extra payments this calendar year. The Board discussed the importance of extra payments by units.

PERAC has finalized its six-month follow up of the System's 2014-2018 audit. No further action is required.

Ms. Maloney reported that six of the nine units that identified employees with active military deployments in CY 2020 have paid their invoices.

To date, all retirement systems, including Haverhill, have remitted payment of Section 3(8)(c) receivables. Calendar year 2022 invoices will be issued on January 15, 2022.

December 15, 2021

8233

The System is expecting a composite 2019-2020 Section 3(8)(c) invoice from the State Retirement System by December 31, 2021. Upon completion of staff's reconciliation, Ms. Maloney suggested that a new Memorandum of Understanding be drafted affirming no additional financial responsibility is owed to either retirement system for Section 3(8)(c) liability accrued through CY 2020.

Ms. Maloney reported that Mammoth Fire Alarms was on site yesterday to install the new cellular fire alarm monitoring system. During the installation, the technicians discovered that there is no cellular service on the first floor. Ms. Maloney will follow up further and report back to the Board.

The Board is in receipt of Vertex Companies' draft Property Condition Assessment and will review same for discussion at the January 19th meeting.

Ms. Maloney then reported on the status of the Member Self-Service portal. Staff is preparing an issue log to share with PTG as well as necessary language changes to the beneficiary page. She is hopeful that the portal will be rolled out this fiscal year.

Next, Ms. Maloney informed the Board that the freight and passenger elevators have both passed inspection, and updated certificates are in place. Considering the delays and issues experienced over the last several months, the Board authorized Ms. Maloney to seek competitive bids for an elevator maintenance contract.

Finally, Ms. Maloney reported that repairs to the System's sander were unsuccessful. Staff has indicated that the motor may need to be replaced.

After review,

On motion duly made by Mr. Brown, seconded by Mr. Healy, it was moved to authorize Ms. Maloney to initiate the necessary repairs or replacement of the System's sander. If the expense exceeds \$5,000.00, prior approval by the Board is not required.

The motion passed.

Chairman's Report

Mr. Gibson referred the Board to the PERAC, PRIM, Legislative and Litigation updates that were provided earlier today at the Advisory Council meeting.

Next, a discussion ensued regarding the office's current COVID-19 protocols. The Board agreed to keep the existing policy in place and adjust same if necessary.

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

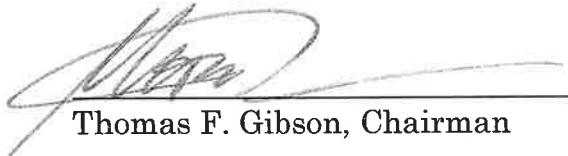
4(a.) The Board voted to approve Steven Spencer's application for accidental disability retirement.

4(b). The Board voted to approve Lauren Corbett's application for accidental death benefits.

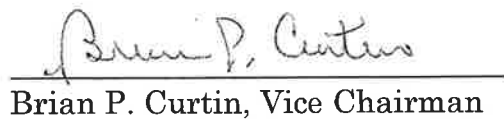
4(c). The Board voted to approve the North Chelmsford Water District's application for involuntary superannuation retirement of Robert Cossette.

The Board voted to accept Comcast's 60-month proposal to upgrade the System to a fiber optic network.

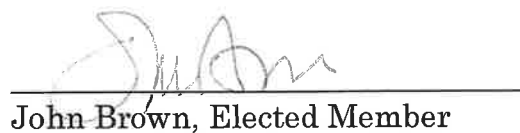
There being no further business to come before the Board, on motion duly made by Mr. Healy seconded by Mr. Curtin it was moved to adjourn at 2:03 P.M.



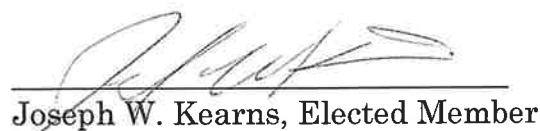
Thomas F. Gibson, Chairman



Brian P. Curtin, Vice Chairman



John Brown, Elected Member



Joseph W. Kearns, Elected Member



Robert W. Healy, Appointed Member

Regular Session Documents

1. Consent Agenda – Items #3(a) - #3(p)
2. Chief Administrative Officer's Report
3. State Street Performance Summary
4. PRIM Performance Report
5. PERAC's December 1, 2021 Correspondence on 2014-2018 Audit
6. Vertex Property Condition Assessment