



Arlington Contributory Retirement Board

Date: October 24, 2018

Time: 4:30 PM

Location: Senior Center Ground Floor Conference Room

Minutes

Board Members present: Acting Chairman Kenneth Hughes, Richard Keshian, Kenneth Steele and Ida Cody

Acting Chairman Kenneth Hughes called the regular meeting to order at 4:30 P.M

Motion and vote to approve Expense Warrants #15-2018 and Payroll Warrant October 2018

After review and discussion, Mr. Keshian made a motion to approve the Expense Warrants # 15-2018, October 2018 Payroll Warrants for payment, seconded by Mr. Steele. The motion was approved by unanimous vote

Motion and vote to approve Minutes for September 13, 2018

After review and discussion Mr. Steele made a motion to approve the September 13, 2018 Minutes, seconded by Ms. Cody. The motion was approved by unanimous vote.

Motion and vote to approve August 2018 Trial Balances

After review Ms. Cody made a motion to approve the August 2018 Trial Balance, seconded by Mr. Keshian. The motion was approved by unanimous vote

Motion to approve new town members

After review and discussion Ms. Cody made a motion to approve the new town members listed below, seconded by Mr. Keshian. The motion was approved by unanimous vote.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Phyllis Marshall	9-13-2018	9+2%	Town Treasurer
Jeffrey Jamgochian	9-04-2018	9+2%	Recreation Assistant
			Director Kids Care
Jessica Kerr	9-04-2018	9+2%	Public Health Nurse

Shannon Murphy	9-19-2018	9+2%	COA Information + Program Specialist
Juliana Paulette	10-1-2018	9+2%	Public Safety Dispatcher
Remington Pontes	10-9-2018	9+2%	AHA Occupancy Specialist
Ashley Waring	10-2-2018	9+2%	Fox Branch Librarian

Motion to approve new school members After review and discussion Mr. Keshian made a motion to approve the new school members listed below, seconded by Ms. Cody. The motion was approved by unanimous vote.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Jordan Arnold	9-04-2018	9+2%	Traffic Supervisor
Hagar Assi	8-29-2018	9+2%	Teacher Assistant
Diane Bianchi	9-04-2018	9+2%	Traffic Supervisor
Dana Braun	9-14-2018	9+2%	Teacher Assistant
Gary Collins	8-29-2018	9+2%	Teacher Assistant
Ellen Contini	10-9-2018	9+2%	Teacher Assistant
Joseph Cook	8-29-2018	9+2%	Teacher Assistant
Stephanie Deerwester	8-29-2018	9+2%	Teacher Assistant
Caitlin Dunn	9-17-2018	9+2%	Teacher Assistant
Sarah Eldridge	8-29-2018	9+2%	Teacher Assistant
Heather Elliott	8-29-2018	9+2%	Teacher Assistant
Paul DeCamp	8-29-2018	9+2%	Teacher Assistant
Anthony Difonte	9-11-2018	9+2%	Teacher Assistant
Elba Dominguez	8-29-2018	9+2%	Teacher Assistant
Kristen Fields	10-1-2018	9+2%	Teacher Assistant
Jordyn Fani	8-29-2018	9+2%	Teacher Assistant
Emily Hart	9-04-2018	9+2%	Teacher Assistant
Mimoza Hebibasi	9-10-2018	9+2%	Cafeteria Helper
Dominic Jeter	8-29-2018	9+2%	Teacher Assistant
Eileen Jimenez	8-29-2018	9+2%	Teacher Assistant
Matias Jorfe	9-10-2018	9+2%	Teacher Assistant
Philippe Jourdain	10-1-2018	9+2%	Teacher Assistant
David Kyle	9-10-2018	9+2%	School Custodian
Christopher Leduc	8-29-2018	9+2%	Teacher Assistant
Miguel Leonarte	9-11-2018	9+2%	Teacher Assistant
Carly Levinson	9-17-2018	9+2%	Teacher Assistant
Jesse Lopez	8-29-2018	9+2%	Teacher Assistant
Michael Mahin	8-29-2018	9+2%	Teacher Assistant
Rachel Mullin	8-29-2018	9+2%	Teacher Assistant
Phyllis Nakyejwe	8-29-2018	9+2%	Teacher Assistant

Jennifer Obasohan	8-29-2018	9+2%	Teacher Assistant
Anthony Pena	8-17-2018	9+2%	IT Desktop Support
Tara Prior	8-29-2018	9+2%	Teacher Assistant
Ana Ramirez Sada	9-11-2018	9+2%	Teacher Assistant
Ayak Ringador	8-29-2018	9+2%	Teacher Assistant
Jennifer Sharo	8-29-2018	9+2%	Teacher Assistant
Susan Smith	9-14-2018	9+2%	Teacher Assistant
Melanie Stanlake	9-24-2018	9+2%	Teacher Assistant
Melissa Thomas	8-29-2018	9+2%	Teacher Assistant
Danielle Varallo	10-9-2018	9+2%	Teacher Assistant
Amaya Vazquez	8-29-2018	9+2%	Teacher Assistant
Jamie Webster	8-29-2018	9+2%	Teacher Assistant
Joanne Webber	8-29-2018	9+2%	Teacher Assistant
Emma Wdow	8-29-2018	9+2%	Teacher Assistant
Caitlin Wight	8-29-2018	9+2%	Teacher Assistant
Kaylynn Wong	8-29-2018	9+2%	Teacher Assistant

Motion to approve the retirement applications for Michaele Enwright and Mark Miano After review and discussion Mr. Keshian made a motion to approve the retirement applications of Ms. Michaele Enwright and Mark Miano, seconded by Mr. Steele. The motion was approved by unanimous vote.

Name	DOB	Creditable Service	Group	Dept/Pos	Veteran Status	Retirement Option	Date
Michaele Enwright	12/18/1958	20 Years 1 Months	1	DPW/ Water Account Clerk	N	A	9/29/2018
Mark Miano	10/19/1959	37 Years 0 Months	1	Facilities/ Superintendent Facilities	N	A	10/20/2018

Motion and vote of a refund of accumulated deductions for Ms. Bridgette Flores in the amount of \$1,498.55. Ms. Flores had 8 months of creditable service working for the School Department as a Teacher Assistant.

After review and discussion Mr. Steele made a motion to approve Ms. Flores refund, seconded by Ms. Cody. The motion was approved by unanimous vote.

Motion and vote of a rollover of accumulated deductions for Ms. Lilly Teng in the amount of \$4,076.20. Ms. Teng had 1 year and 8 months of creditable service working for the School Department as a Teacher Assistant.

After review and discussion Ms. Cody made a motion to approve Ms. Teng's rollover, seconded by Mr. Steele. The motion was approved by unanimous vote.

Motion and vote of a rollover of accumulated deductions for Ms. Lucy Mei in the amount of \$3,948.43. Ms. Mei had 11 months of creditable service working for the Arlington Housing Authority.

After review and discussion Mr. Keshian made a motion to approve Ms. Mei's rollover, seconded by Ms. Cody. The motion was approved by unanimous vote.

Motion and vote of a rollover of accumulated deductions for Ms. Kathleen Keeffe in the amount of \$10,319.31. Ms. Keeffe had 7 years and 1 months of creditable service working for the School Department as a Teacher Assistant.

After review and discussion Mr. Steele made a motion to approve Ms. Keeffe rollover, seconded by Ms. Cody. The motion was approved by unanimous vote.

Grant Lauren Budd one month of creditable service MGL 32 §4(1)(c)

After review and discussion Mr. Keshian made a motion to approve granting Ms. Budd one month of creditable service, seconded by Ms. Cody. The motion was approved by unanimous vote.

Review Teacher Assistant who have not submitted or completed retirement applications for suspension MGL Chapter 32 §18(1)

After review and discussion Mr. Steele made a motion to have Mr. Greco contact the teacher assistants who haven't complied and inform them if they are not in compliance before the November Meeting they will be voted for suspension, seconded by Mr. Keshian. The motion was approved by unanimous vote.

New Business

After review and discussion Ms. Cody made a motion to receive and approve the January 1, 2018 Actuarial Valuation Report and GASB Statement No. 67 and 68 Report for Fiscal Year 2018, seconded by Mr. Keshian. The motion was approved by unanimous vote.

Adjourn

Mr. Steele made motion to adjourn the meeting at 5:35 PM, seconded by Mr. Keshian. The motion was approved by unanimous vote.

Respectfully submitted,

**Richard S. Greco
Retirement Administrator**

Kenneth Hughes, Elected, Acting Chairman

Richard Keshian Appointed

Ken Steele, Board Appointed

Ida Cody Comptroller, Ex-Officio

Open

Elected