



Arlington Contributory Retirement Board

Date: November 29, 2018

Time: 4:35 PM

Location: Senior Center Ground Floor Conference Room

Minutes

Board Members present: Acting Chairperson Richard Keshian, Kenneth Steele
Kenneth Hughes and Robert Jefferson

Board Members not present: Ida Cody

Chairperson Richard Keshian called the regular meeting to order at 4:35

Chairperson Keshian welcomed Fire Chief Robert Jefferson as the new Elected Member to the Arlington Retirement Board. Mr. Jefferson's term will be filling the remainder of the unexpired term of Mr. Bilafer until July 31, 2020.

Motion and vote to approve Expense Warrants #16-2018 and Payroll Warrant November 2018

After review and discussion, Mr. Steele made a motion to approve the Expense Warrants # 16-2018, November 2018 Payroll Warrants for payment, seconded by Mr. Hughes. The motion was approved by unanimous vote

Motion and vote to approve Minutes for October 24, 2018

After review and discussion Mr. Steele made a motion to approve the October 24, 2018 Minutes, seconded by Mr. Hughes. The motion was approved by unanimous vote.

Motion and vote to approve September 2018 Trial Balances

After review and discussion Mr. Steele made a motion to approve the September 2018 Trial Balance, seconded by Mr. Hughes. The motion was approved by unanimous vote

Motion to approve new town members

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

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
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Matthew Baker	11-03-2018	9+2%	Water Craftsman
Andrew Keith	10-25-2018	9+2%	AYCC Psychologist
Daniel O'Leary	12-03-2018	9+2%	Dispatcher

Motion to approve new housing authority members

After review and discussion Mr. Jefferson made a motion to approve the new housing authority members listed below, seconded by Mr. Steele. The motion was approved by unanimous vote.

John Nagle	11-26-2018	9+2%	Property Manager
Ronald Valeri	11-19-2018	9+2%	Maintenance

After review and discussion Mr. Steele made a motion based on the large number of Teacher Assistant that Board waive the reading of the individual names listed below, seconded by Mr. Hughes. The motion was approved by unanimous vote.

Motion to approve new school members

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

Name	Date of Membership	Percentage	Position
Maya Bermudes	09-04-2018	9+2%	Teacher Assistant
Karla Cora	09-14-2018	9+2%	Teacher Assistant
Renta Duros	10-01-2018	9+2%	Teacher Assistant
Nicholas Fisichella	10-26-2018	9+2%	Teacher Assistant
Madeline Gent	09-11-2018	9+2%	Teacher Assistant
Karl Haglund	10-25-2018	9+2%	Teacher Assistant
Kelsey Hall	08-29-2018	9+2%	Teacher Assistant
Hugo Hernandez	08-29-2018	9+2%	Teacher Assistant
Hannah Jacques	10-24-2018	9+2%	Teacher Assistant
Meriem Jal	09-17-2018	9+2%	Teacher Assistant
Danielle Jensen	08-29-2018	9+2%	Teacher Assistant
Jin Sook Jun	10-22-2018	9+2%	Teacher Assistant
Kaitlyn Kallimanis	10-29-2018	9+2%	Teacher Assistant
John Karon	10-15-2018	9+2%	Teacher Assistant
Allison Knittel	08-29-2018	9+2%	Teacher Assistant
Karen McCarthy	11-05-2018	9+2%	Teacher Assistant
Laura Modahl	10-25-2018	9+2%	Teacher Assistant
Susan Murray	10-29-2018	9+2%	Food Services
Cameron Olia	09-28-2018	9+2%	Teacher Assistant

Lori Percatore	08-29-2018	9+2%	Teacher Assistant
Rachael Shirlock	10-24-2018	9+2%	Teacher Assistant
Kathleen Stravinskaskas	08-29-2018	9+2%	Teacher Assistant
Adam Stoyanoff	10-30-2018	9+2%	Teacher Assistant
Molly Tenters	10-15-2018	9+2%	Teacher Assistant
David Thibeau	11-13-2018	9+2%	Building Custodian
Angela Thunberg	09-04-2018	9+2%	Traffic Supervisor

Motion to approve the retirement applications for, Jean Hackley, Peter Kovar and Jeff Cummings After review and discussion Mr. Steele made a motion to approve the retirement applications of Ms. Jean Hackley and Peter Kovar and Jeff Cummings, seconded by Mr. Hughes. The motion was approved by unanimous vote.

Name	DOB	Creditable Service	Group	Dept/Pos	Veteran Status	Retirement Option	Date
Jean Hackley	08/24/61	9 years 3 months	1	Survivor of Richard Hackley/ Custodian	N	D	10/10/18
Peter Kovar	02/04/53	19 years 7 months	1	School/ Food Services	N	B	11/06/18
Jeff Cummings	11/25/59	32 years 5 months	4	Town Fire/ Fire Captain	N	C	01/06/19

Motion and vote ADR Application for Brady Howard

After review of Mr. Howard's ADR application and physician statement Mr. Hughes made a motion to approve the application for the purpose of Mr. Howard evaluated by an Independent Medical Panel, seconded by Mr. Steele. The motion was approved by unanimous vote.

Motion and vote of a refund of accumulated deductions for Ms. Emmanuela O. Rabiou in the amount of \$682.07. Ms. Rabiou had 4 months of creditable service working for the School Department as a Teacher Assistant.

After review and discussion Mr. Jefferson made a motion to approve Ms. Rabiou's refund, seconded by Mr. Steele. The motion was approved by unanimous vote.

Grant Michael Morton one month of creditable service MGL 32 §4(1)(c)

Mr. Greco informed the Board that Michael Morton is a custodian and has been a member since November 2004 and went on FMLA from August 2018 to October 2018 with no creditable service. Mr. Greco informed the Board that they could if they chose vote back 1 month of creditable service under CH 32 §4(1)(c). Mr. Steele made a motion to approve 1 month of creditable service under CH 32 §4(1)(c), seconded by Mr. Hughes. The motion was approved by unanimous vote.

New Business

Discussion and vote on Chairperson and Vice Chairperson

The Board discussed the formation of a policy regarding the term for Chairperson and Vice Chairperson of the Board. Nominations and votes will be made every year at the August Board Meeting. The Board voted to elect a Chairperson and Vice Chairperson to serve from December 2018 through August 2019. Mr. Steele made a motion to elect a Chairperson and Vice Chairperson at this meeting and to nominate and elect a Chairperson and Vice Chairperson in August of 2019. The motion was, seconded by Mr. Jefferson. The motion was approved by unanimous vote.

After discussion Chairperson Keshian asked for nominations to fill the position of Chairperson. Mr. Steele nominated Mr. Hughes as Chairperson, seconded by Mr. Jefferson. There were no further nominations. The motion was approved by unanimous vote.

After discussion Chairperson Keshian asked for a nominations to fill the position of Vice Chairperson Mr. Hughes nominated Mr. Steele, seconded by Mr. Jefferson. The motion was approved by unanimous vote.

Set dates for January, February, March and April Meetings

Mr. Greco suggested purposed dates of Thursday January 31, 2019, Thursday February 28, 2019, Thursday March 28,2019 and Thursday April 25,2019 all at 4:30 PM. Chairman Keshian asked if any of the Board Members had any conflicts and there were none Mr. Steele made a motion to adopt the dates as presented by Mr. Greco. Mr. Greco was requested to reserve the conference room as necessary. seconded by Mr. Hughes. The motion was approved by unanimous vote.

Adjourn

Mr. Steele made motion to adjourn the meeting at 6:00 PM, seconded by Mr. Jefferson. The motion was approved by unanimous vote.

Respectfully submitted,

Richard S. Greco
Retirement Administrator

Richard Keshian Appointed, Acting Chairman

Kenneth Hughes, Elected

Ken Steele, Board Appointed

