



## **Arlington Contributory Retirement Board**

Date: December 20, 2018

Time: 4:35 PM

Location: Senior Center Ground Floor Conference Room

### **Minutes**

**Board Members present:** Chairperson Kenneth Hughes, Richard Keshian, Kenneth Steele, Ida Cody and Robert Jefferson

**Guest :** Jenny Rait, Town of Arlington Planning Director

**Chairperson Kenneth Hughes called the regular meeting to order at 4:35**

### **Jenny Rait, Planning Director to discuss proposed move by the Retirement Board**

Ms. Rait told the Board that the Arlington Senior Center Ground Floor is scheduled for in July of 2019 to be redesigned and where the Retirement Board is currently located will become space for Senior Center Activities. Ms Rait told the Board that as part of the redesign plan the Retirement Board and other Town Office currently on the ground floor will be moved to the second floor where there is available space. Ms Rait asked the Board if they would like to tour the proposed space. Chairperson Hughes asked if the Board would like to continue the meeting and take a tour of the proposed office and the Board unanimously agreed to do so. After touring the space Ms. Rait asked the Board after seeing the proposed office space to provide her with any requirements or concerns that the Board may have about her proposal. Chairperson Hughes said the Board will provide her with any requirements or concern. The Board thanked Ms. Rait and she left the meeting.

### **2019 Retirement Board Operation Budget.**

After review and discussion, Mr. Keshian made a motion to approve the 2019 Retirement Board Operating Budget of \$1,334,279 and which include a two percent salary increase for the staff, seconded by Mr. Steele. The motion was approved by unanimous vote.

**Motion and vote to approve Expense Warrants #17-2018 and Payroll Warrant December 2018**

After review and discussion, Mr. Steele made a motion to approve the Expense Warrants # 17-2018, December 2018 Payroll Warrants for payment, seconded by Ms. Cody. The motion was approved by unanimous vote

**Motion and vote to approve Minutes for November 2018**

After review and discussion Mr. Steele made a motion to approve the November 29, 2018 Minutes, seconded by Mr. Jefferson. The motion was approved by unanimous vote.

**Motion and vote to approve October 2018 Trial Balances**

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

**Motion to approve new town members**

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

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Laura Finks	11-13-2018	9+2%	Police Outreach Worker
Jessica Sparks	12-10-2018	9+2%	Workers Compensation Claims Coordinator

**Motion to approve new school members**

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

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Gabrielle Biederman	10-01-2018	9+2%	Teacher Assistant
Neka Ceesay	11-14-2018	9+2%	Teacher Assistant
Mathew Dauber	10-02-2018	9+2%	Teacher Assistant
Marie Degou	11-28-2018	9+2%	Teacher Assistant
Woosey Innocent	12-03-2018	9+2%	Bus Driver
Karen Lambrych	11-05-2018	9+2%	Daycare Provider
Sarah West	10-22-2018	9+2%	Teacher Assistant

**Motion to approve the retirement applications for Ann Greeley, Joanne Kennedy and Fred Ryan.**

After review and discussion Mr. Keshian made a motion to approve the retirement applications of Ms. Ann Greeley, Ms. Joanne Kennedy and Fred Ryan, seconded by Mr. Steele. The motion was approved by unanimous vote.

Name	Creditable	Group	Dept/Pos	Retirement	Retirement
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	Service			Option	Date
Ann Greeley	21 years 1 months	1	Selectman/Survivor of Kevin Greeley	D	11/24/18
Joanne Kennedy	33 years 2 month	1	Legal/ Adm. Asst.- Claims Coordinator	A	01/11/19
Fred Ryan	34 years 3 months	4	Police/ Police Chief	C	01/13/19

**Motion and Vote for Section 94 ADR Retirement Application for Robert Jefferson**

Mr. Jefferson recused himself prior to any discussion. After a review of Mr. Jefferson's ADR application and physician statement Mr. Keshian made a motion to approve the application for the purpose of Mr. Jefferson to be evaluated by an Independent Medical Panel, seconded by Mr. Steele. The motion was approved by 4-0 vote.

**Motion and vote to Submit Warrant Articles to Town Meeting**

Mr. Greco asked the Board if they wanted him to submit the two annual Town Meeting Warrant Articles for 90ACDE and the OPEB Funding. After review and discussion Mr. Keshian made a motion to have Mr. Greco submit the two Warrant Articles, seconded by Mr. Jefferson. The motion was approved by unanimous vote.

**Mr. Robert Cronin veterans time**

Mr. Greco updated the Board that he had spoke with the Town of Arlington's Veteran Agent Jeff Chunglo regarding whether or not Mr. Cronin was eligible to purchase veterans service time. Mr. Chunglo confirmed that six months that Mr. Cronin wanted to purchase was not eligible veteran service time and that the time was Active Duty for Training which does not qualify for veterans status. Based on the information provided Mr. Steele made a motion not to accept the liability for veteran time for Mr. Cronin seconded by Mr. Keshian The motion was approved by unanimous vote.

**Adjourn**

Mr. Keshian made motion to adjourn the meeting at 5:50 PM, seconded by Mr. Steele. The motion was approved by unanimous vote.

**Respectfully submitted,**

**Richard S. Greco  
Retirement Administrator**

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**Kenneth Hughes, Elected, Chairman**

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**Richard Keshian Appointed**

\_\_\_\_\_ **Ken Steele, Board Appointed**

\_\_\_\_\_ **Ida Cody Comptroller, Ex-Officio**

\_\_\_\_\_ **Robert Jefferson, Elected**