



## **Arlington Contributory Retirement Board**

Date: May 27, 2020

Time: 4:40 p.m.

Location: Conducted by remote participation.

### **Minutes**

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

**Chairperson Kenneth Hughes called the regular meeting to order at 4:40 and read the required introduction per the Governors Order for remote participation.**

### **Motion and vote to approve Expense Warrant # 11 and May 2020 Payroll Warrant**

After review and discussion, Mr. Keshian made a motion to approve the Expense Warrants # 11 and the May 2020 Payroll Warrant for payment, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

### **Motion and vote to approve Minutes for April 29, 2020**

After review and discussion, Mr. Steele made a motion to approve the April 29, 2020, Minutes, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

### **Motion and Vote December Closed Trial Balance**

After review and discussion Ms. Cody made a motion to approve the December 2019 Closed Trial Balance, seconded by Mr. Steele. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

### **Motion to approve new town member.**

After review and discussion Mr. Keshian made a motion to approve Mr. Connelly as new town member, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

**Name                      Date of Membership   Percentage   Position**

Joseph Connelly	5-27-2020	8+2%	Director of Recreation
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**Motion to approve new school member.**

After review and discussion Ms. Cody made a motion to approve the Ms. Warner as new school member, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Madelyn Warner	1-3-2020	9+2%	Teacher Assistant

**Motion to approve the retirement application for Judy Schumacher Joe Dunn, Ruth Dunn, and Marie Fischer**

After review and discussion Mr. Keshian made a motion approve the retirement application for Judy Schumacher Joe Dunn, Ruth Dunn, and Marie Fischer, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Date
Judy Schumacher	13 Years 0 Months	School/ Teacher Assistant	B	6-03-2020
Joe Dunn	37 Years 1 Months	Police/ Police Officer	C	6-14-2020
Ruth Dunn	16 Years 9 Months	School/Site Coordinator Daycare	B	6-20-2020
Marie Fischer	21 Years 8 Months	School/Administrative Assistant	B	7-11-2020

**Acknowledgement of retirees and survivors who have passed since the last Board Meeting Susan Cuqua and Michelangelo Carella.** The Chairman asked the Board to observe a moment of silence for the deceased retiree and survivor.

Deceased	Date of Death	Department/ Position	Retirement Date	Retirement
Susan Cuqua	5-3-2020	Fire		Survivor
Michelangelo Carella	5-18-2020	DPW	11/1/1982	Retiree

**Motion and vote of a rollover of accumulated deductions for Steven Blaustein in the amount of \$46,903.95. Mr. Blaustein had 8 years and 10 months of creditable service working as an MEO II for the Department Public Works for the Town of Arlington.**

After review and discussion Mr. Steele made a motion to approve the rollover of accumulated deductions for Mr. Blaustein, seconded by Mr. Jefferson, The motion was approved by unanimous vote. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

#### **Motion and Vote ADR Application for Anthony Sanchez**

After review and discussion Mr. Steele made a motion to approve Mr. Sanchez Application for Accidental Disability, seconded by Mr. Jefferson, The motion was approved by unanimous vote. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

#### **Discussion on Board Election Date**

Chairman Hughes and Mr. Jefferson rescued themselves from the discussion and vote. Vice Chairman asked Mr. Greco to update the Board on the status of the election. Mr. Greco reminded the Board that at the last meeting the unanimously 3-0 voted to postpone the election from July 31, 2020, to August 31, 2020. The August 31, 2020, date would require notices to be put out by June 3, 2020, for nomination papers and returned by July 28, 2020. Mr. Keshian made motion that because of the uncertainty at this time of the opening of the Town that the Election be postponed and a new date to be determined at the June 24, 2020, Board Meeting, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Keshian I, Mr. Steele I

#### **Office Lease and Move Letter Update**

After discussion Mr. Jefferson offered as a Retirement Board Member and a Permanent Town Building Committee Member to write a letter to the Town Manager addressing the Board's concerns regarding the long-term location of the Retirement Board. Mr. Keshian made a motion to support Mr. Jefferson offer to write the letter on the Board's behalf, seconded by Mr. Steele. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

#### **New Business**

##### **Motion and Vote to Approve 2019 Annual Statement**

After review and discussion Mr. Keshian made a motion to approve the 2019 Annual Statement, seconded by Ms. Cody, The motion was approved by unanimous vote. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

##### **Motion and Vote to approve DOCU Sign**

After review and discussion Mr. Keshian made a motion to approve the DOCU Sign method for signing documents, seconded by Mr. Steele, The motion was approved by unanimous vote. The motion was approved by unanimous roll call vote Ms. Cody I, Mr. Jefferson I, Mr. Keshian I, Mr. Steele I and Chairman Hughes I.

**Adjourn**

Mr. Keshian made motion to adjourn the meeting at 5:35 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**

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**Ken Steele, Board Appointed**

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**Ida Cody Comptroller, Ex-Officio**

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**Robert Jefferson, Elected**