



Arlington Contributory Retirement Board

Date: July 22, 2020

Time: 4:00 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 4:00 and read the required introduction per the Governors Order for remote participation.

Call to order Regular Monthly Meeting

Motion and vote to approve Expense Warrants # 13,14,15 and July 2020 Payroll Warrant

After review and discussion, Ms. Cody made a motion to approve the Expense Warrants # 13, 14 and 15 and the July 2020 Payroll Warrant for payment, 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 and vote to approve Minutes for June 24, 2020

After review and discussion, Mr. Jefferson made a motion to approve the June 24, 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 May 2020 Trial Balance

After review and discussion, Mr. Keshian made a motion to approve the May 2020 Trial Balances, 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 to approve new town members

After review and discussion Mr. Keshian made a motion to approve new town members, 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.

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Keith Grant	6-22-2020	9+2%	Electrician
Sabrina Homem	7-01-2020	9+2%	Assistant Benefit Admin
Jeremy Pittsley	7-06-2020	9+2%	Tree Climber

Acknowledgement of retirees and survivors who have passed since the last Board Meeting

The Chairman asked for a moment of silence for Frank Wright, David Kinder

Deceased	Date of Death	Department/ Position	Retirement Date	Status
Frank Wright	7-4-2020	DPW/ Director of Natural Resources	7/4/1992	Retiree
David Kinder	7-14-2020	Facilities/ Custodian	4/10/2014	Retiree

Refunds and Rollovers

Motion and vote of a refund of accumulated deductions for Corey Clavet in the amount of \$1,833.75. Mr. Clavet had 7 months of creditable service working for the School Department as a Teacher Assistant

After review and discussion Mr. Keshian made a motion to approve the refund of accumulated deductions for Mr. Clavet, 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.

Motion and vote of a refund of accumulated deductions for Jeffrey Fox in the amount of \$10,345.25 Mr. Fox had 3 years and 10 months of creditable service working for the School Department as a Teacher Assistant

After review and discussion Mr. Steele made a motion to approve the refund of accumulated deductions for Mr. Fox, 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

Motion and vote of a refund of accumulated deductions for Molly Phelps in the amount of \$1,648.34. Ms. Phelps had 9 months of creditable service working for the School Department as a Teacher Assistant

After review and discussion Mr. Keshian made a motion to approve the refund of accumulated deductions for Ms. Phelps, 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

Office Lease and Move Update

After discussion the Board decided to have Mr. Jefferson and Mr. Greco tour the office space to get an determine what is needed. Mr. Jefferson made a motion to allow Mr. Greco to approve any need what is needed expenditures for the door, painting and cleaning in order not to delay the move, to spend, seconded by Mr. Keshian. 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 5:45 PM, seconded by Mr. Steele. The motion was approved by unanimous vote