



## **Arlington Contributory Retirement Board**

Date: October 28, 2020

Time: 4:31 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 4:31 and read the required introduction per the Governors Order for remote participation.**

### **Motion and vote to approve Expense Warrants # 18 and October 2020 Payroll Warrant**

After review and discussion, Mr. Steele made a motion to approve the Expense Warrants # 18 and the October 2020 Payroll Warrant for payment, seconded by Ms Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Steele I, Ms Cody and Chairman Hughes I.

### **Motion and vote to approve Minutes for September 30, 2020**

After review and discussion, Mr. Steele made a motion to approve the September 30, 2020 Minutes, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Steele I, Ms Cody and Chairman Hughes I.

### **Motion and Vote August 2020 Trial Balance**

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

### **Motion to approve new town members**

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

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
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Mary Boutet	09/21/2020	9+2%	Branch Children Liberian
Michael Castro	09/28/2020	9+2%	Junior Custodian
Ahmet Caus	10/19/2020	9+2%	Jr. Engineer (Civil)
Ahmad Lamqaddem	09/28/2020	9+2%	Junior Custodian
Shawn Parson	10/13/2020	9+2%	Tree Climber

### **Motion to approve new school members**

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

### **New School Employees**

**Name                      Date of Membership    Percentage            Position**

Angelica Acero	10/13/2020	9+2%	Teacher Assistant
Claire Chou	10/05/2020	9+2%	Teacher Assistant
Amanda Corrigan	10/19/2020	9+2%	Teacher Assistant
Felicia Diamandis	09/21/2020	9+2%	Teacher Assistant
Simone Dupont	09/17/2020	9+2%	Teacher Assistant
Caroline Grutchfield	10/02/2020	9+2%	Teacher Assistant
Mona Haridi	09/29/2020	9+2%	Teacher Assistant
Sushma Kunwar	09/21/2020	9+2%	Teacher Assistant
Bethany LacLair	10/14/2020	9+2%	Teacher Assistant
Blerina Mali	09/16/2020	9+2%	Teacher Assistant
Kayla Morello	10/13/2020	9+2%	Teacher Assistant
Arielle Petti	10/13/2020	9+2%	Teacher Assistant
Giovanna Spadaro	10/06/2020	9+2%	Teacher Assistant
Charles Trombly	10/02/2020	9+2%	Bus Driver
Lucas Van Veen	09/29/2020	9+2%	Teacher Assistant
Andy Zhang	09/24/2020	9+2%	Teacher Assistant

### **Motion to approve the retirement application for Gail Waitkunas and Virginia Sorabella**

After review and discussion Mr. Keshian made a motion to approve Gail Waitkunas and Virginia Sorabella Retirement Applications, seconded by Mr. Steele. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Steele I, Ms Cody and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Date
Gail Waitkunas	10 years 6 months	Weatherization/ Sr. Loan Officer	B	10/20/2020
Virginia Sorabella	10 years 0 months	School/ Food Service	C	11/7/2020

**Acknowledgement of retirees and survivors who have passed since the last Board Meeting Gary Sullivan and Theresa Devito** The Chairman asked for a moment of silence for Gary Sullivan and Theresa Devito

Deceased	Date of Death	Department/ Position	Retirement Date	Status
Gary Sullivan	9/29/2020	Police/ Patrolman	01/05/2007	Retiree
Theresa Devito	9/30/2020	Town Clerk/ Clerk	4/19/2019	Retiree

**Motion and vote of a rollover of accumulated deductions for Lisa Smith in the amount of \$1,340.33. Ms. Smith had 9 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 rollover of accumulated deductions for Ms. Smith, seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Steele I, Ms. Cody and Chairman Hughes I.

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

After review and discussion of the updated language on the lease Mr. Keshian to approve the new lease, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Mr. Steele I, Ms. Cody and Chairman Hughes I.

### **New Business**

#### **OPEB Fees**

Mr. Greco told the Board that he and Ms. Cody had met with the Finance Director Mr. Pooler to discuss the Town of Arlington paying the fees for the OPEB Account as recommended in the PERAC Audit. Mr. Pooler stated he would discuss the matter with Town Counsel to see what is need to be done to proceed and report back to the Board.

#### **5TH Member Appointment**

Mr. Steele told the Board that he will not be seeking a re-appointment to the Board his term ends February 1, 2021. Mr. Jefferson recommend that the Board

Members have suggestions on how the re-appointment process and interviews should proceed.

**Adjourn**

Mr. Jefferson made motion to adjourn the meeting at 5:25 PM, seconded by Mr. Steele. The motion was approved by unanimous vote