



## Arlington Contributory Retirement Board

Date: March 31, 2022

Time: 4:30 p.m.

Location: Conducted by remote participation.

### Minutes

**Chairperson Kenneth Hughes called the Meeting to order at 4:30 and read the required introduction per the Governors Order for remote participation.**

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

**Board Member not present:** Fred Fantini

### **Motion and vote to approve Expense Warrants 3, 3C,3T and 3M March 2022 Payroll Warrant**

After review and discussion, Ms. Cody made a motion to approve the Expense Warrant # 3 and 3C,3T,3M and March 2022 Payroll Warrant for payment, seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody I and Chairman Hughes I.

### **Motion and vote to approve Minutes for February 24, 2022**

After review and discussion, Mr. Jefferson made a motion to approve the January 27, 2022, Minutes, seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Ms. Cody, and Chairman Hughes I

### **Motion to approve new Town members.**

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

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Andrew Cunningham	02-27-22	9+2%	Firefighter
Connor Duggan	02-27-22	9+2%	Firefighter
Micaiah Hopkins	02-28-22	9+2%	MEO II
Paul Houser	02-27-22	9+2%	Firefighter

Jenna Mingoelli	02-07-22	9+2%	Dispatcher
Damien Murray	02-27-22	9+2%	Firefighter
Ilana Pliner	02-14-22	9+2%	Dispatcher
Craig Robinshaw	02-14-22	9+2%	Carpenter
Sam Shepard	03-28-22	9+2%	Tree Climber
Fred Whitney	02-22-22	9+2%	Plumbing Inspector

**Motion to approve new School members.**

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

<u>Name</u>	<u>Date of Membership</u>	<u>Percentage</u>	<u>Position</u>
Potoula Angeakis	03-24-22	9+2%	Teachers Assistant
Soren Colstrup	01-25-22	9+2%	Teachers Assistant
Patrick Durand	03-21-22	9+2%	Bus Driver
April Farmer	01-03-22	9+2%	Teachers Assistant
Bridgett Ficher	03-21-22	9+2%	Teachers Assistant
Jessica Healey	03-14-22	9+2%	Traffic Supervisor
Ardiana Kutrolli	03-21-22	9+2%	Cafeteria Helper
Lindsay Pacheco	03-28-22	9+2%	Teachers Assistant
Juan Torres	03-21-22	9+2%	School Custodian

**Motion to approve the retirement application for Joan Preval and Janet Doyle**

Ms. Cody made a motion to approve Joan Preval and Janet Doyle retirement application seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

Name	Creditable Service	Department/ Position	Retirement Option	Retirement Date
Joan Preval	13 Years 10 Months	School/Cafeteria Traffic Supervisor	B	03/11/2022
Janet Doyle	28 Years 4 Months	AHA/ Property Manager	B	04/02/2022

**Acknowledgement of retirees and survivors who have passed since the last Board Meeting, John J. McGuiness.**

The Chairman asked the Board to have a moment of silence for the deceased member

Deceased	Date of Death	Department/ Position	Retirement Date	Status
John McGuiness	2-24-2022	DPW / Parks	02-24-2015	Retire

**Motion and vote on Kenneth Melisi Accidental Disability Retirement Application**

After review and discussion Mr. Jefferson made a motion to approve Mr. Melisi application for the purpose of allowing Mr. Melisi to be evaluated by a medical panel seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

**Motion and vote of a rollover of accumulated deductions for Ms. Maya Kiker in the amount of \$1,245.94. Ms. Kiker had 4 months of creditable service working for the School Department as a Teacher's Assistant.**

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

**Motion and vote of a refund of accumulated deductions for Ms. Jean Edgerly in the amount of \$1,183.79 Ms. Edgerly had 7 months of creditable service working for the School Department as a Teacher's Assistant.**

After review and discussion Mr. Jefferson made a motion to approve the refund of funds for Ms. Edgerly seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

**Motion and vote of a refund of accumulated deductions for Ms. Madeleine Gent in the amount of \$3,099.25 Ms. Gent had 1 year and 9 months of creditable service working for the School Department as a Teacher's Assistant.**

After review and discussion Ms. Cody made a motion to approve the refund of funds for Ms. Gent seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

**Motion and vote of a refund of accumulated deductions for Ms. Rebecca Lee Beecher in the amount of \$2,776.93 Ms. Beecher had 1 year and 7 months of creditable service working for the School Department as a Teacher's Assistant.**

After review and discussion Mr. Jefferson made a motion to approve the refund of funds for Ms. Beecher seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

**New Business**

**Board Member Travel**

Mr. Greco reviewed the Board's travel policy with the Board

After review and discussion Mr. Jefferson made a motion to allow any Board Member or Staff to attend the June MACRS Meeting seconded by Ms. Cody. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

**Covid premium pay**

Mr. Greco updated the Board on the Covid-19 Bonus Policy that the Town implemented for Town and School Employees which currently excluding department heads who worked in

person more than 50% time during the period from April 1, 2020, to March 31, 2021. The employees who worked during that time have received \$500 for each month they worked during that time. Mr. Greco reminded the Board that Marie did work fulltime and in person during this timeframe and Mr. Greco feels Maria should be eligible for \$6,000 bonus. Mr. Greco told the Board that despite the Board continuing policy that the staff follow what town employees do the Town has again determined that Retirement Board employees are not eligible and not town employees and the Town will not pay or reimburse the Board for these funds. The town and is using the Federal Stimulus Money to fund these bonuses. Mr. Greco informed the Board that all town and school employees who are non-union and received a booster shot prior to March 1, 2022, will receive a \$500 bonus. Mr. Greco reiterated to the Board that again, the Town has determined that the Retirement Board Staff is not eligible and will not provide the Board with the funds to pay this benefit for the Board's staff. Mr. Greco told the Board that he and Ms. Freitas both meet the criteria. After discussion Mr. Jefferson made a motion that Ms. Freitas receive the \$6,000 and the \$500 bonus and Mr. Greco receive the \$500 bonus to be paid from the Retirement Board Budget seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

### **Remote Participation for Board Meeting**

After discussion Mr. Jefferson made a motion to adopt 940 CMR 29.10 remote participation for the Board as outlined in PERAC MEMO #31 2011 seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

### **COLA Vote**

Mr. Greco informed the Board that he spoke with the Director of Human Resources, who confirmed that raises are being negotiated with the unions for Fiscal Year 23. Ms. Cody made a motion to have a Special Meeting April 28, 2022, for a COLA Hearing and vote seconded by Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

### **2021 Annual Statement**

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

### **Job Descriptions**

Vice Chairman Jefferson presented to the Board sample job descriptions for the Retirement Administrator and Assistant Retirement Administrator positions per the December Motion. Ms. Cody made a motion to have the Board review these job descriptions and discuss them at the April Board Meeting seconded by Mr. Jefferson. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

### **Meketa vs PRIM**

Per Ms. Cody's request Mr. Greco prepared a 10-year comparison of investment returns between the PRIT Fund and the Board's returns with Meketa Investment. Mr. Jefferson made a motion to table the discussion to give the Board more time to review the document, seconded Mr. Keshian. The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.

### **Adjourn**

Mr. Jefferson made a motion at 6:30 PM to adjourn the meeting seconded, by Mr. Keshian The motion was approved by unanimous roll call vote Mr. Jefferson I, Mr. Keshian I, Ms. Cody I and Chairman Hughes I.