

SALEM RETIREMENT BOARD
OPEN SESSION MEETING MINUTES
AUGUST 31, 2022
12:00 P.M.

In attendance at this regular meeting of the Salem Retirement Board (“the Board”), via zoom webinar, were Dominick Pangallo (Chair), Anna E. Freedman, Robert W. Callahan, Sarah M. Hayes, and Matt Veno

Also in attendance were Board Treasurer Kathleen McMahon and Executive Director Paul Findlen

Remote Participation Announcement

Mr. Pangallo announced that, “pursuant to Governor Baker’s March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor’s March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, and the passage of Section 4 of Chapter 107 of the Acts of 2022 on July 16, 2022, which includes an extension, until March 31, 2023, of the remote meeting provisions of his March 12, 2020, Executive Order Suspending Certain Provisions of the Open Meeting Law, this meeting of the Salem Contributory Retirement Board is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. Persons who would like to listen or view this meeting while in progress may do so by visiting <https://zoom.us/join>, entering meeting ID # ‘874 3834 4443’ as directed on the webpage, and clicking ‘Join’. Follow the on-screen instructions to join the meeting. You can also dial a toll-free phone number at 833-548-0276 to join the meeting. When prompted, enter meeting ID # ‘874 3834 4443’ and then follow the instructions to join the meeting. All votes taken by this body shall be by roll call vote. To offer public comment, participants may click the ‘Raise Hand’ button or, if on the phone, may press *9 to raise their hand to speak.”

I. Executive Session

On a motion made by Ms. Freedman and seconded by Ms. Hayes, the Board voted by roll call to enter into Executive Session under Purpose 7 of the Open Meeting Law and in compliance with exemption (c) of the Public Records Law (G.L. c. 4, s. 7(26)(c)) exempting personnel and medical files or information and other materials or data relating to a specifically named individual, the disclosure of which may constitute an unwarranted invasion of personal privacy. On roll call, the vote was as follows:

VOTED:	Robert W. Callahan	Yes
	Anna E. Freedman	Yes
	Sarah M. Hayes	Yes
	Matt Veno	Yes
	Chair Dominick Pangallo	Yes

At approximately 12:02 p.m. the Board went into Executive Session. The Chair stated that the Board would return to Open Session.

At approximately 12:10 p.m. the Board reconvened in Open Session and the Chair announced the Board's actions during Executive Session on the following items:

ACCIDENTAL DISABILITY RETIREMENT

1. Frederick R. Dubiel

The Board reviewed an application for Accidental Disability Retirement benefits submitted on behalf of Frederick R. Dubiel, Police Officer for the City of Salem Police Department, along with a statement submitted by Mr. Dubiel's employer, an official job description, a statement submitted by Mr. Dubiel's treating physician, as well as a pre-employment physical. On a motion made by Mr. Callahan and seconded by Mr. Veno, to accept the application submitted on behalf of Frederick R. Dubiel, Police Officer for the City of Salem Police Department, and petition PERAC to appoint a regional medical panel, the roll call vote was as follows:

VOTED:	Robert W. Callahan	Yes
	Anna E. Freedman	Yes
	Sarah M. Hayes	Yes
	Matt Veno	Yes
	Chair Dominick Pangallo	Yes

ORDINARY DISABILITY RETIREMENT

2. Todd R. Howcroft

Mr. Findlen informed the Board that Mr. Howcroft had passed away on August 30, 2022.

II. Regular Matters of Business

Meeting Minutes

The minutes of the previous Board meeting, held on July 27, 2022, were reviewed. On a motion made by Ms. Freedman and seconded by Mr. Veno, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Veno, yes, Mr. Pangallo, yes, to approve the July meeting minutes as submitted.

Monthly Warrants

The warrants for the month of August were reviewed. On a motion made by Ms. Freedman and seconded by Ms. Hayes, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Veno, yes, Mr. Pangallo, yes, to approve the August warrants as submitted.

Applications to Purchase Service

The Board reviewed an application to purchase service submitted by Susan Angrisano, pursuant to MGL c. 32 § 3(5) for service rendered in the Town of Marblehead. On a motion made by Mr.

Callahan and seconded by Ms. Hayes, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Veno, yes, Mr. Pangallo, yes, to approve the application as submitted.

Recent Enrollments

All recent new enrollments were reviewed and acknowledged as submitted.

Benefit Calculation Results

All benefit calculation results for the month of August were reviewed. On a motion made by Ms. Hayes and seconded by Ms. Freedman, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Pangallo, yes, Mr. Veno, yes, to approve the August benefit calculation results for Margaret T. O'Brien; and Gloria Fraser as submitted.

III. Treasurer's Report

The Board reviewed the reconciliation report for the month of July, prepared and presented by Board Treasurer, Kathleen McMahon. Ms. McMahon noted the receipt of the Board's appropriation payments as well as several 3(8)(c) payments. On a motion made by Mr. Callahan and seconded by Mr. Veno, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Pangallo, yes, Mr. Veno, yes, to accept the Treasurer's Report as submitted.

IV. Executive Director's Report

Mr. Findlen presented the Board with a report on all cash receipts for the month of July, as well as a trial balance for the month of July. Mr. Findlen also presented the Board with a monthly expenditure report for the month of July for the Board's review. The Board reviewed monthly statements of the SCRB's investment in the PRIT Core Fund, prepared by the MA PRIM Board. The PRIT Core Fund grew by approximately 3.2% in the month of July, reducing the extent of the Fund's loss for the calendar year to date to a loss of (7.36%). The Board also reviewed the Q2 2022 PRIM Board Quarterly Update, which noted that, "in the strong markets of fiscal year 2021, the PRIT Fund recorded its best performance in PRIM's entire history with a return of 30% (29.5%, net) and was at the top of our peer group". The Update also acknowledged that the challenges during the fiscal year were unusual and unexpected. Continuing COVID flare-ups with new variants worldwide, rising interest rates, inflation at multi-decade highs, the Russian invasion of Ukraine, supply chain disruptions, food and energy shortages, labor constraints, and economies worldwide that, at best, are teetering on the edge of recession, provided a backdrop too much for markets to bear". On a motion made by Ms. Hayes and seconded by Ms. Freedman, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Pangallo, yes, Mr. Veno, yes, to acknowledge the Executive Director's Report.

V. PERAC Memos

The Board reviewed PERAC memos 21 and 22, as well as other recent PERAC news. Mr. Findlen informed the Board that a regular compensation advisory would be sent out to all employer units in order to address the impact of the *Vernava II* decision on regular compensation.

VI. Cybersecurity

Ms. Godjikian gave a presentation to the Board on the SCRB office's recent search to procure a Cybersecurity and IT service provider. Ms. Godjikian described the process used to determine which vendor best met the needs of the SCRB, and why ResolveIT had been selected to provide cybersecurity and IT services to the SCRB. The Board commended Ms. Godjikian on her presentation and noted the importance of safeguarding the SCRB's information from potential cyber-attacks. Ms. Freedman inquired about the procurement requirements in effect for the acquisition of these services. Mr. Findlen noted that the SCRB office had reviewed three separate quotes and followed the guidelines outlined in M.G.L. chapter 30B for "Supplies or Services Estimated to Cost under \$10,000", which encourages agencies to use "sound business practices", as "the law does not require a formal competitive process". On a motion made by Mr. Callahan and seconded by Mr. Veno, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Veno, yes, Mr. Pangallo, yes, to acknowledge the acquisition of Cybersecurity and IT services.

VII. FY2023 COLA Vote

Because no legislative action was taken on Section 134 of the State budget, which grants permission for the 102 local retirement boards in Massachusetts to increase the annual COLA beyond the typical 3% limit to up to 5% of the maximum base at any time during FY2023, the Board did not hold a vote to consider increasing the SCRB's FY2023 COLA.

VIII. Old Business

There were no old business matters that required the Board's attention.

IX. New Business

Ms. Hayes notified the Board that The Massachusetts Association of Contributory Retirement Systems recently announced that the dates for the MACRS Kevin J. Regan 2022 Fall Conference had been confirmed for October 2nd through October 5th, and that this year's conference will be held at the Sheraton Hotel in Springfield, as it has been in years past. On a motion made by Ms. Freedman and seconded by Ms. Hayes, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Veno, yes, Mr. Pangallo, yes, to approve travel to and attendance of the MACRS 2022 Fall Conference.

The Board scheduled its next regular meeting, which will be held on Wednesday, September 28th, 2022, at 12:00 p.m. On a motion made by Ms. Hayes and seconded by Mr. Callahan, the Board voted by roll call: Mr. Callahan, yes, Ms. Freedman, yes, Ms. Hayes, yes, Mr. Veno, yes, Mr. Pangallo, yes, to adjourn the meeting at 12:46 p.m.

Dominick Pangallo, Chair

Robert W. Callahan

Matt Veno

Anna E. Freedman

Sarah M. Hayes

Documents used in SCRB Board meeting of August 31, 2022

- Agenda for August 31, 2022 SCRB Board meeting
- Open Session minutes of July 27, 2022 SCRB Board meeting
- August Cash Disbursements Warrant
- New Member Enrollment Report
- August Benefit Calculation Results Report
- July Treasurer's Report
- July Cash Receipts
- July Trial Balance
- July monthly expenditure report
- PRIT Fund July Statement
- PRIM Performance Update
- PRIM Board Q2 2022 Quarterly Update
- PERAC Memo 21.2022
- PERAC Memo 22.2022