

SALEM RETIREMENT BOARD
OPEN SESSION MEETING MINUTES
APRIL 26, 2017
12:00 P.M.

I. Regular Matters of Business

In attendance at this regular meeting of the Salem Retirement Board (“the Board”) were Sarah A. Stanton (Chair), Sarah M. Hayes, Robert T. Lutts, Dominick Pangallo, and Marcia A. Pelletier
Also in attendance: Executive Director Paul Findlen and Richard Stafford

The meeting was called to order at approximately 12:00 p.m.

Meeting Minutes

The minutes of the previous Board meeting, held on March 29, 2017, were reviewed and, on a motion made by Mr. Lutts and seconded by Ms. Pelletier, the Board voted 5-0 to approve the March meeting minutes as submitted.

Monthly Warrants

The warrants for the month of April were reviewed and, on a motion made by Mr. Lutts and seconded by Mr. Pangallo, the Board voted 5-0 to approve the April warrants as submitted.

Applications to Purchase Service

The Board reviewed an application to purchase service submitted on behalf of William J. Sinatra, who applied to purchase service pursuant to M.G.L. c. 32 § 4(2)(c). On a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 5-0 to approve the application to purchase service.

Benefit Calculations

All benefit calculations for the month of April were reviewed and, on a motion made by Ms. Hayes and seconded by Ms. Pelletier, the Board voted 5-0 to approve the April benefit calculations as submitted.

Recent Enrollments

All recent new enrollments were reviewed. The Board voted 5-0 to acknowledge the new enrollments as submitted.

II. Treasurer’s Report

Board Treasurer, Kathleen McMahon, presented a comprehensive report on the monthly reconciliation performed by the Board Treasurer on behalf of the Board. The Board reviewed the reconciliation report for the month of March. On a motion made by Mr. Lutts and seconded by Ms. Pelletier, the Board voted 5-0 to accept the Treasurer’s Report as submitted.

Richard Stafford entered the meeting at approximately 12:14 p.m.

III. Executive Director’s Report

Mr. Findlen presented the Board with a report of all adjusting journal entries for the first quarter of 2017, a report on all cash receipts for the month of March, as well as a trial balance for the

month of March for the Board's review. Mr. Findlen also presented the Board with a monthly expenditure report for the month of March, and a monthly report on the traffic experienced by the Board's website. The Board reviewed a monthly statement of the SCRB's investment in the PRIT Core Fund, prepared by the MA PRIM Board. The PRIT Core Fund grew by approximately 1.51% in the month of March. Mr. Findlen noted the fund's total growth of 4.84% for 2017. The Board also reviewed the PRIM Board's Summary of Plan Performance for the month of March. The Board also continued its review of a request filed by Richard W. Stafford, a retired member of the MTRS and former member of the SCRB, who originally submitted a letter petitioning the Board to review a breakdown of service, which had been provided by the SCRB to the MTRS in 2004. Mr. Stafford submitted a follow up letter to the Board, which the Board reviewed prior to voting on a response to Mr. Stafford's request. Mr. Stafford believed that his Salem School Committee service had been erroneously omitted from the service breakdown provided to the MTRS, impeding his ability to "buyback" the aforementioned service as part of a "refund buyback", pursuant to M.G.L. c. 32 § 3(8)(b). Mr. Stafford cited M.G.L. c. 32 § 4(1)(o), which stated (as written prior to being amended by Chapter 21 of the Acts of 2009) that any "member who served as a... school committee member as the result of election by direct vote of the people, in which position he received no compensation, may establish credit for such service by depositing in the annuity savings fund of the system of which he is a member a sum equal to the amount which would have been paid into such fund during such period if such position had been compensated at the rate of twenty-five hundred dollars per year, plus regular interest to the date of payment". Mr. Findlen shared the recommendation made by Board Counsel Thomas Gibson to deny Mr. Stafford's request to include Mr. Stafford's Salem School Committee service in his service credit history with the SCRB and to provide Mr. Stafford with appeal rights, pursuant to M.G.L. c. 32 § 16(4). Mr. Stafford asked that the meeting minutes reflect the Board's acknowledgement of the fact that, had he applied to purchase the service when he had the opportunity, the service would have been eligible for him to purchase. On a motion made by Ms. Pelletier and seconded by Mr. Lutts, the Board voted 5-0 to deny Mr. Stafford's request and provide him with appeal rights pursuant to M.G.L. c. 32 § 16(4), and acknowledge the fact that, had Mr. Stafford applied to purchase his service when he had the opportunity, the service would have been eligible for him to purchase. On a motion made by Mr. Lutts and seconded by Ms. Pelletier, the Board voted 5-0 to acknowledge the Executive Director's Report.

Mr. Stafford excused himself from the meeting at approximately 12:21 p.m.

IV. PERAC Memos

The Board reviewed recent PERAC memos and discussed any relevance they may have to the SCRB. The Board noted the rescheduling of PERAC's educational session on "Grimes and Other Cases of Interest" announced in PERAC memo #17.

V. 2017 Spring MACRS Conference

The Massachusetts Association of Contributory Retirement Systems recently announced that the dates for the 2017 Spring MACRS Conference had been confirmed for June 4th through June 7th, and that this year's conference will be held at the Cape Cod Conference and Resort Center, as it has been in years past. On a motion made by Ms. Pelletier and seconded by Mr. Lutts, the Board voted 5-0 to approve travel to and attendance of the 2017 Spring MACRS Conference.

VI. COLA Vote

The Board had been made aware that the Social Security COLA for the past year was 0.3%. Notification was sent informing City Council that the Board would consider granting the 2017 COLA at its meeting of April 26, 2017. On a motion made by Ms. Pelletier and seconded by Mr. Lutts, the Board voted by roll call, in accordance with Chapter 32, ss. 103(c) and (i), to grant a 3% Cost of Living Adjustment (COLA) on a \$12,000 base for SCRS benefit recipients, effective July 1, 2017. On roll call, the vote was as follows:

VOTED:	Sarah M. Hayes	Yes
	Marcia A. Pelletier	Yes
	Dominick Pangallo	Yes
	Robert T. Lutts	Yes
	Chair Sarah Stanton	Yes

VII. Executive Session

A motion was made by Ms. Hayes and seconded by Mr. Lutts 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:	Sarah M. Hayes	Yes
	Robert T. Lutts	Yes
	Dominick Pangallo	Yes
	Marcia Pelletier	Yes
	Chair Sarah Stanton	Yes

At approximately 12:24 p.m. the Board went into Executive Session. The Chair stated that the Board would return to Open Session.

At approximately 12:39 p.m. the Board reconvened in Open Session and the Chair announced the Board's actions during Executive Session on the following items:

INVOLUNTARY ACCIDENTAL DISABILITY RETIREMENT

1. Brian R. Benson

The Board reviewed a medical panel's report filed on behalf of Brian R. Benson. On a motion to refer the regional medical panel report to Board Counsel Thomas Gibson, made by Mr. Pangallo and seconded by Mr. Lutts, the roll call vote was as follows:

VOTED:	Sarah M. Hayes	Yes
	Robert T. Lutts	Yes
	Dominick Pangallo	Yes

Marcia Pelletier	Yes
Chair Sarah A. Stanton	Yes

VOTED: The regional medical panel report filed on behalf of Brian R. Benson will be forwarded to Board Counsel Thomas Gibson for his review.

VIII. Old Business

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

IX. New Business

The Board discussed scheduling the May Board meeting, so as not to conflict with PERAC's seminar in Danvers on Wednesday, May 24th. The Board scheduled the meeting for Thursday, May 25th at 12:00 p.m., so as to allow attendance to the PERAC seminar.

On a motion made by Mr. Lutts and seconded by Ms. Pelletier, the Board voted 5-0 to adjourn the meeting at 12:44 p.m.

Next meeting of the Board scheduled for Thursday, May 25, 2017, at 12:00 p.m.

Sarah A. Stanton, Chair

Sarah M. Hayes

Robert T. Lutts

Marcia A. Pelletier

Dominick Pangallo

Documents used in SCRB Board meeting of April 26, 2017

- Agenda for April 26, 2017 SCRB Board meeting
- Open Session minutes of March 29, 2017 SCRB Board meeting
- April Warrants
- April Benefit Calculations Report
- New Member Enrollment Report
- March Treasurer's Report
- March Cash Receipts
- March Trial Balance
- March monthly expenditure report
- Monthly Website Traffic Report
- PRIT Fund Statement
- PRIM Board Update
- PERAC memos
- Letter from Richard Stafford