

SALEM RETIREMENT BOARD
OPEN SESSION MEETING MINUTES
AUGUST 30, 2017
12:00 P.M.

I. Regular Matters of Business

In attendance at this regular meeting of the Salem Retirement Board (“the Board”) were Dominick Pangallo (Chair), Sarah M. Hayes, Robert T. Lutts, and Marcia A. Pelletier

Also in attendance were Board Treasurer Kathleen McMahon, Board attorney Tom Gibson and his associate attorney Gerald McDonough, Executive Director Paul Findlen, as well as James E. McCarty Jr., and his representative, attorney Susan G. McDonald

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

Meeting Minutes

The minutes of the previous Board meeting, held on July 20, 2017, were reviewed and, on a motion made by Ms. Hayes and seconded by Mr. Lutts, the Board voted 4-0 to approve the July meeting minutes as amended.

Monthly Warrants

The warrants for the month of August were reviewed and, on a motion made by Ms. Hayes and seconded by Ms. Pelletier, the Board voted 4-0 to approve the August warrants as submitted.

Applications to Purchase Service

There were no new applications to purchase service credit that required the Board’s attention.

Benefit Calculations

All benefit calculations for the month of August were reviewed and, on a motion made by Ms. Pelletier and seconded by Mr. Lutts, the Board voted 4-0 to approve the August benefit calculations as submitted.

Recent Enrollments

All recent new enrollments were reviewed. On a motion made by Mr. Lutts and seconded by Mr. Pangallo the Board voted 4-0 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 July. Ms. McMahon noted that cash receipts will now be listed individually in the Treasurer’s Report in an effort to increase transparency and clarity. On a motion made by Mr. Lutts and seconded by Ms. Pelletier, the Board voted 4-0 to accept the Treasurer’s Report as submitted.

III. 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 for the Board’s review. Mr. Findlen also presented the Board with a monthly expenditure report for the month of July, a monthly report on the traffic

experienced by the Board's website, and a monthly report of the Employee Self-Service portal usage, which Mr. Findlen noted will be included in Executive Director reports, going forward. 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 1.69% in the month of July. Mr. Findlen noted the fund's total growth of 10.69% for 2017. The Board also reviewed the PRIM Board Quarterly Update for the second quarter of 2017. Among other things, the update reported that the PRIT funded ended the fiscal year being up 13.2% (gross of fees), which can also be expressed as an investment gain of \$7.7 billion (net of fees). On a motion made by Ms. Hayes and seconded by Mr. Lutts, the Board voted 4-0 to acknowledge the Executive Director's Report.

IV. PERAC Memos

The Board reviewed and briefly discussed recent relevant PERAC memos.

V. Executive Session

A motion was made by Mr. Lutts and seconded by Ms. Pelletier 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
	Marcia Pelletier	Yes
	Chair Dominick Pangallo	Yes

At approximately 12:15 p.m. the Board went into Executive Session. The Chair stated that the Board would return to Open Session.

At approximately 12:35 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. James E. McCarty Jr.

The Board reviewed a report submitted by the regional medical panel assigned to Mr. McCarty's case and voted to submit a request for clarification from the medical panel.

At approximately 12:35 p.m., Mr. McCarty and his representative, attorney Susan G. McDonald, left the meeting

VI. Legal Update

Board counsel Tom Gibson and his associate, attorney Gerald McDonough, updated the Board on relevant legal matters. Attorney Gibson notified the Board that a hearing for Richard Stafford, who will be heard on his appeal of the Board's decision regarding his prior service, has been scheduled. Attorney Gibson also gave the Board an overview of the mechanics behind MGL c.

32 § 90C, and the potential impact it may have on the SCRB, if Salem's city council moves to adopt it. Attorney Gibson also updated the Board on PERAC's transition to the PROSPER system, and advised the Board that some requests may need to be resubmitted.

VII. Old Business

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

VIII. New Business

The Board discussed the annual Fall MACRS Conference, held in Springfield, MA, from October 1st through October 4th. On a motion made by Ms. Pelletier and seconded by Mr. Lutts, the Board voted 4-0 to approve travel to the Fall MACRS Conference.

On a motion made by Mr. Lutts and seconded by Ms. Pelletier, the Board voted 4-0 to adjourn the meeting at 1:05 p.m.

Next meeting of the Board scheduled for Wednesday, September 27, 2017, at 12:00 p.m.

Dominick Pangallo, Chair

Sarah M. Hayes

Robert T. Lutts

Marcia A. Pelletier

Documents used in SCRB Board meeting of August 30, 2017

- Agenda for August 30, 2017 SCRB Board meeting
- Open Session minutes of July 20, 2017 SCRB Board meeting
- July and August Warrants
- August Benefit Calculations Report
- New Member Enrollment Report
- July Treasurer's Report
- July Cash Receipts
- July Trial Balance
- July monthly expenditure report
- Monthly Website Traffic Report
- Monthly ESS Usage Report
- PRIT Fund Statement
- PRIM Board Quarterly Update for the second quarter of 2017
- DALA Order of August 8, 2017 regarding the appeal filed by Richard Stafford