

SALEM RETIREMENT BOARD
OPEN SESSION MEETING MINUTES
FEBRUARY 26, 2020
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, and Marcia A. Pelletier

Also in attendance were Board Treasurer Kathleen McMahon and Executive Director Paul Findlen
Absent: Laurie Giardella and Robert T. Lutts

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

Meeting Minutes

The minutes of the previous Board meeting, held on January 29, 2020, were reviewed and, on a motion made by Ms. Hayes and seconded by Ms. Pelletier, the Board voted 3-0 to approve the January meeting minutes as submitted. The minutes of the Executive Session, held on January 29, 2020, were reviewed and, on a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 to approve the January Executive Session meeting minutes as submitted.

Monthly Warrants

The warrants for the month of February were reviewed and, on a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 to approve the February warrants as submitted.

Applications to Purchase Service

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

Recent Enrollments

All recent new enrollments were reviewed. On a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 to acknowledge the new enrollments as submitted.

Benefit Calculation Results

All benefit calculation results for the month of February were reviewed and, on a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 to approve the February benefit calculation results for Richard Cavallaro, Richard Avigian, David Cronin, and Joyce Furey, as submitted.

II. Treasurer’s Report

Board Treasurer, Kathleen McMahon, presented a comprehensive report on the monthly reconciliation performed on behalf of the Board. The Board reviewed the reconciliation report for the month of January. On a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 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 January, as well as a trial balance for the month of January for the Board’s review. Mr. Findlen also

presented the Board with a monthly expenditure report for the month of January, a monthly report on the traffic experienced by the Board's website, and a monthly report of the Employee Self-Service portal usage, as well as the January 2019 reports on the traffic experienced by the Board's website and the Employee Self-Service portal usage, for comparative purposes. 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 experienced a 0.12% loss in the month of January. The Board noted the rising volatility in the market, and PRIM's efforts to position themselves to withstand such volatility through their asset allocation strategy. On a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 to acknowledge the Executive Director's Report.

Board attorneys Thomas F. Gibson, Esq., and Gerald McDonough, Esq., joined the meeting at approximately 12:25 p.m.

IV. PERAC Memos

The Board reviewed recent memos published by PERAC and discussed memos #11/2020, #12/2020, as well as other recent and relevant PERAC news, including PERAC Pension News no. 54. Attorney Gibson briefly discussed the impact of memo #11/2020 on the calculation of service credit and pointed out that the most recent interpretation of the "\$5,000 rule", first introduced by section 5 of Chapter 21 of the Acts of 2009, negates the idea of "free creditable service". Attorney Gibson pointed out that the definitive policies arising from the SJC's Decision handed down in *Plymouth Retirement Board v. CRAB*, and *PERAC*, may require additional advisement before being implemented.

Eric H. Wilkins, and his attorney, Judith B. Gray, Esq., joined the meeting at approximately 12:41 p.m.

V. Executive Session

A motion was made by Ms. Hayes 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
	Marcia A. Pelletier	Yes
	Chair Dominick Pangallo	Yes

At approximately 12:41 p.m. the Board went into Executive Session. The Chair stated that the Board would return to Open Session.

At approximately 12:54 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. Eric H. Wilkins

The Board reviewed an application for accidental disability retirement benefits, submitted on behalf of Eric H. Wilkins, together with a treating physician's statement, a statement submitted by Mr. Wilkins' employer, a medical panel report and narrative, medical records, as well as a summary of facts prepared by Mr. Findlen. Board Attorney, Tom Gibson, Esq., provided a legal opinion on the application. On a motion made by Ms. Hayes and seconded by Ms. Pelletier to approve the application submitted on behalf of Eric H. Wilkins, Maintenance Laborer for the Salem Housing Authority, the roll call vote was as follows:

VOTED:	Sarah M. Hayes	Yes
	Marcia A. Pelletier	Yes
	Chair Dominick Pangallo	Yes

VOTED: The application submitted on behalf of Eric H. Wilkins, for accidental disability retirement benefits, was approved by the Board and will be forwarded to PERAC for their final review

VI. Old Business

Attorney Gibson updated the Board on a number of pending matters, including the recoupment of the overpayments made to the Estate of Larry Kuhn. Attorney Gibson updated the Board on his continued pursuit of payments from Andrea Lentz, the daughter of Mr. Kuhn, and attorney, Jay Paul Satin, Esq., who represents Ms. Lentz, as the personal representative of the Estate of Larry Gene Kuhn. Attorney Gibson told the Board that he remained confident that the overpayments would be recouped in a timely manner. Attorney Gibson also touched on the Board's investment with Ascent Venture Partners, and the Board's desire to withdraw their remaining investment with the firm. Attorney Gibson reminded the Board that the SCRB is a "limited partner" in the investment, and therefore has limited options, and because the investment is "illiquid", withdrawing from the fund is not a currently available option. Attorney Gibson also briefly discussed the continuing trend throughout the state, for boards to lower their actuarial rate of return.

VII. New Business

The Board confirmed the scheduling of the next regular meeting, which will be held on Wednesday, March 25, 2020, at 12:00 p.m.

On a motion made by Ms. Pelletier and seconded by Ms. Hayes, the Board voted 3-0 to adjourn the meeting at 1:21 p.m.

Dominick Pangallo, Chair

Sarah M. Hayes

Marcia A. Pelletier

Documents used in SCRB Board meeting of February 25, 2020

- Agenda for February 25, 2020 SCRB Board meeting
- Open Session minutes of January 29, 2020 SCRB Board meeting
- February Cash Disbursements Warrant
- February Benefit Calculation Results report
- New Member Enrollment Report
- January Treasurer's Report
- January Cash Receipts
- January Trial Balance
- January monthly expenditure report
- PRIT Fund January Statement
- PRIM Performance Update
- Monthly ESS Usage Report
- January 2019 Monthly ESS Usage Report
- Monthly Website Traffic Report
- January 2019 Monthly Website Traffic Report
- PERAC Memo 11/2020
- PERAC Memo 12/2020
- PERAC Pension News no. 54
- Memorandum Re: Employer Accommodations and Disability Retirement Applications, prepared by the Law Offices of Thomas F. Gibson