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CHELSEA RETIREMENT BOARD MEETING

500 Broadway, Chelsea MA, 3rd Floor Conference Room of the Chelsea City Council

Minutes from the Meeting held on Thursday, October 17, 2019 at 9:00AM

Present Were: Board Chairman, Mr. Joseph M. Siewko, Mr. Edward Dunn, Ms. Carolyn Russo, Ms. Cheryl Watson Fisher and Mr. Richard Carroccino

Also Present: Mrs. Barbara A. O'Brien, Executive Director and Mrs. Cindy Donarumo, Assistant Director

Chairman Siewko called the meeting to order at 9:00 AM

Chairman Siewko stated that Executive Director Barbara O'Brien, Assistant Director Cindy Donarumo, Head Clerk of the City Clerk's Office Carmen Vega and himself worked the election which was held on October 1, 2019. Chairman Siewko announced that Richard Carroccino received 222 votes and Alice Principe received 179 votes. Chairman Siewko congratulated Richard Carroccino and welcomed him to the Retirement Board.

Next on the agenda was regarding the approval of the Regular Session and Executive Session minutes (1st of 2 Executive Session Minutes) from the September 19, 2019 meeting submitted by the Executive Director and Executive Session minutes (2nd of 2 Executive Session Minutes) from the September 19, 2019 meeting submitted by the Assistant Director.

At 9:08 AM Ms. Russo made a motion seconded by Mr. Dunn to enter Executive Session to discuss the Executive Session minutes from the meeting held on September 19, 2019. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:13 AM the Board returned to Regular Session.

At 9:14 AM Ms. Watson Fisher made a motion seconded by Mr. Dunn that for the next Retirement Board meeting, the 2nd of 2 Executive Session Minutes from the September 19, 2019 meeting be revised to reflect and to outline the changes made to the 2nd of 2 Executive Session minutes from the August 13, 2019 meeting submitted by the Assistant Director. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:15 AM Mr. Dunn made a motion seconded by Ms. Watson Fisher to approve, as revised, the Regular Session minutes and the 1st of 2 Executive Session minutes from the September 19, 2019 meeting submitted by the Executive Director. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Next on the agenda was update re: Michael McLaughlin matter, Scheduling, DALA Report. Chairman Siewko read out loud the email communication that Attorney Monahan sent to both Attorney Boumil and Attorney Sacco dated October 4, 2019 relating to the process to be followed. Chairman Siewko then stated he would be speaking with Attorney Monahan tomorrow to discuss any updates received from Attorney Sacco and Attorney Boumil.

Regular Compensation determination re: Shift Lead Person Stipend

At 9:30 AM Ms. Russo made a motion seconded by Ms. Watson Fisher that payment for the Shift Lead Person stipend is Regular Compensation as it is recurring, it is in a written agreement and it is pay for services to the employer. Mr. Dunn made reference to two Law Department stipends in the past for which PERAC's opinion was requested regarding whether or not the stipend was regular compensation. Mr. Dunn stated as he remembers it PERAC opined that the stipends were regular compensation and that PERAC gave a couple of conditions as to why they were regular compensation, one condition being related to the length of time the services were to be performed. Ms. Russo stated that the services must be recurring and not for a finite period of time. Mr. Dunn stated that PERAC knew that the stipend was going to be temporary and still opined that it was regular compensation. The Executive Director stated that she would

check her records relating to the opinion requested from PERAC and the corresponding response received. Ms. Russo stated that it is up to the Boards to make determinations regarding regular compensation. The Executive Director stated it wasn't until recently she understood these determinations should be requested of the Board and not PERAC. Ms. Russo stated the specific criteria is "must have actually been paid to or on behalf of a member, must be paid as remuneration of services actually rendered, must be ordinary, normal, recurrent, repeated and of indefinite duration, must be made pursuant to an official written policy of the employer or to a collective bargaining agreement, must be made on a non-discriminatory basis and be generally available for employees who are similarly situated." The Board then moved to vote on the motion on the floor and the motion passed 4-0. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Abstain Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Next on the agenda was relating to the request pursuant to M.G.L. c.32, §4(1)(c), to include as creditable service one month each for Denise Helman and Carmen Valentin during which time they were both out on unpaid leave of absence.

At 9:33 AM Ms. Russo made a motion seconded by Ms. Watson Fisher to accept one month of additional creditable service, pending receipt of payroll records verifying the unpaid leave of absence, for both Denise Helman and Carmen Valentin. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The following members have submitted an application for voluntary superannuation retirement benefits pursuant to M.G.L. c. 32 §5:

Name/Title	DOR	Age	Years of Service	Estimated 3 Yr. Average
Denise Helman/Ass't Cook	10/13/2019	62	12.75 (including the additional month approved by the Board pursuant to M.G.L. c.32, §4(1)(c))	\$16,730.26
Carmen Valentin/Ass't to Cook/Baker	10/31/2019	55	19.0000 (including the additional month approved by the Board pursuant to M.G.L. c.32, §4(1)(c))	\$19,131.48

At 9:35 AM Ms. Russo made a motion seconded by Ms. Watson Fisher to approve the above retirements. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The following Retirement Systems have requested the transfer of funds for the following members:

Name/Title	Board Requesting Transfer	Accumulated Deductions	Total Service Credit / 3(8)c Liability	10/12 Month Basis
Gabriela Solis/ Paraprofessional	Arlington Ret. Board	\$3,377.17	1 year, 8 months	12
Lauren Herdt/ Paraprofessional	Winthrop Ret. Board	\$504.44	2 months	12
Mark Reddick/ Public Works Specialist	MWRA Employees' Ret. Board	\$11,918.01	2 years, 10 months	12
Kevin Killoran/ Appraiser	Boston Retirement System	\$109,499.04	19 years, 11 months/ 16 years, 10 months	12
Scott Mathyk/ Paraprofessional	Natick Ret. Board	\$2,419.92	8 months	12

At 9:36 AM Mr. Dunn made a motion seconded by Mr. Carroccino to approve the above transfers. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Attorney's Report: Attorney Monahan was not present at the meeting. Therefore, there was not an Attorney's report.

Executive Director's Report:

- The Assistant Director provided an update on the 2019 Annual Affidavits for Retirees and Survivors which were due October 1, 2019. The Assistant Director stated a second notice was issued with a deadline of October 15, 2019 and that despite attempts to reach these individuals via phone calls, there were currently 15 retirees/survivors who still have not returned the affidavit. Ms. Russo explained that the affidavits are issued in accordance with the regulation, that they are issued annually and that it is required that their signatures are notarized. The Executive Director explained that in following up with an outstanding affidavit this year, the Assistant Director was advised by a family member that the retiree had passed away in July of 2019.

At 9:38 AM Ms. Russo made a motion seconded by Mr. Dunn to change any retiree/survivor who has not returned their 2019 annual affidavit from direct deposit to check and to withhold the checks until the 2019 affidavit is received. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

- The Executive Director stated that PERAC has issued the Disability Transmittals relating to the approval of Antonio Salvucci's Accidental Disability Retirement and Jennifer Birmingham's Accidental Death Benefit.

Chairman Siewko explained that he represents the retirees on the Public Employees Committee (PEC) on health insurance and he provided an update to the Board on the changes that were agreed to pursuant to a six year plan.

The following vouchers were approved for payment for the October 2019 Accounts Payable Warrant:

City of Chelsea - Postage	\$ 1,526.00
Brian P. Monahan, Esq.	\$ 3,000.00
The Law Offices of Michael Sacco, P.C.	\$ 200.00
ReadyRefresh	\$ 2.99
W.B. Mason	\$ 59.28
Boston Retirement Board-Transfer Kevin Kelloran	\$109,499.04
Natick Retirement Board-Transfer Scott Mathyk	\$ 2,419.92
MWRA-Transfer Mark Reddick	\$ 11,918.01
Winthrop Retirement Board Transfer Lauren Herdt	\$ 504.44
Arlington Retirement Board-Transfer Gabriella Solis	\$ 3,377.17

Retiree and Staff payroll warrants were approved.

Distribution of:

- PRIT Balance Sheet and Trial Balance
- PERAC Memo #22/2019-Tobacco Company List
- PERAC Memo #23/2019-Mandatory Retirement Board Member Training-4th Quarter 2019
- PERAC Memo #24/2019-Appropriation Data Due October 31, 2019

At 9:51 AM Ms. Watson Fisher made a motion seconded by Mr. Dunn to adjourn. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

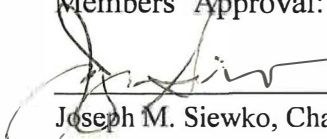
Respectfully submitted,



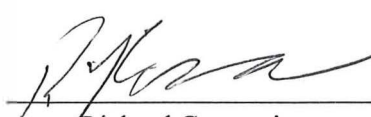
Barbara O'Brien
Executive Director

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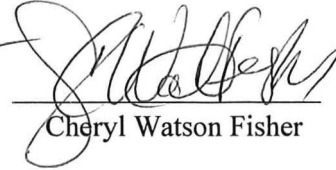
Members' Approval:



Joseph M. Siewko, Chairman



Richard Carroccino



Cheryl Watson Fisher



Edward M. Dunn, Ex Officio



Carolyn M. Russo