

CHELSEA RETIREMENT BOARD

001037

Minutes from the meeting held Thursday, June 18, 2020 at 9:00 AM

In accordance with Governor Baker's order, signed on March 12, 2020, suspending certain provisions of the Open Meeting Law G.L. c. 30A, §20, this meeting was held via conference call using Webex. As indicated on the agenda, instructions on how to join the meeting were available by emailing the Executive Director @ [hobrien@chelseama.gov](mailto:hobrien@chelseama.gov) before or during the meeting.

Participating Remotely Were: Board Chairman, Mr. Joseph M. Siewko, Ms. Carolyn Russo, Ms. Cheryl Watson Fisher and Mr. Richard Carroccino

Also Participating Remotely: Mrs. Barbara A. O'Brien, Executive Director, Mrs. Cindy Donarumo, Assistant Director and Mr. Brian P. Monahan, Esq., Board Counsel

Not Participating: Mr. Edward Dunn due to City Auditor commitment

Chairman Siewko called the meeting to order at 9:10 AM and all present stated their name and title including Shamus Murphy and his counsel, Attorney Grace Napolitano who were present for the matter relating to Mr. Murphy's request for an Accidental Disability Retirement.

Shamus Murphy's request for Accidental Disability Retirement –Update

The Executive Director updated all present as to the communications that transpired with the School Department and School's counsel relating to the documentation requested pursuant to the May 21, 2020 Retirement Board meeting. There was discussion relating to the fact that documentation received is not complete. The Executive Director stated she will follow up with the School Department and the School's counsel, Attorney Moore, on her request for the missing information.

At 9:17 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to table the matter relating to Shamus Murphy's request for an Accidental Disability until next month's meeting. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:18 AM both Shamus Murphy and his counsel, Attorney Grace Napolitano left the meeting.

At 9:26 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to approve the Regular and Executive Session minutes from the May 21, 2020 Retirement Board meeting as amended. The votes were as follows: Chairman Siewko:Yea :Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Katelyn Sullivan's request for reconsideration regarding payment of Susan Sullivan's annuity balance

At 9:28 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to enter Executive Session pursuant to Purpose One of the Open Meeting Law to discuss privileged information relating to Katelyn Sullivan's request for reconsideration regarding payment of Susan Sullivan's annuity balance. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:38 AM The Board returned to Regular Session.

At 9:38 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to uphold the decision made by the Chelsea Retirement Board at its meeting held on May 21, 2020 relating to Katelyn Sullivan's request for payment of Susan Sullivan's remaining annuity funds and to send a letter to Katelyn Sullivan advising her of

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this decision and her appeal rights. The votes were as follows: Chairman Siewko: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
David Truong/Paraprofessional	06/30/2020	66	27.1667	\$30,312.89
Anna Cherubin/ Cafeteria Worker	06/30/2020	67	12.2500	\$16,466.00
Marianne Ramos/Program Coordinator Outreach	06/30/2020	71	21.7500	\$30,385.28

At 9:41 AM Ms. Russo made a motion seconded by Ms. Watson Fisher to approve the above retirements. The votes were as follows: Chairman Siewko: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
Jessica J. Kahlenberg/ Innovation & Strategy Advisor	Cambridge Ret. Bd.	\$13,511.51	1.6667	12
Angelica M. Guerra/ Patrolman	Cambridge Ret. Bd.	\$20,045.80	3.2500	12
Bryan Hernandez- Ramirez/Patrolman	State Ret. Bd.	\$32,787.04	5.5833	12

At 9:42 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve the above transfers. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The following member has requested a refund of their accumulated deductions:

Name/Title	Accumulated Deductions	Age	Service Credit	Taxes Withheld
Kathryn Killoran/Nurse	\$13,504.08	63	3.9167	No/Rollover

At 9:43 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve the above rollover. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The Board reviewed and discussed the Telecommuting Policy and Equipment List that was drafted by Board Counsel.

At 9:53 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to adopt the Telecommuting Policy as amended. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Attorney's Report:

- In regards to member Michael McLaughlin, Board Counsel referenced the DALA Order received on May 19, 2020 and distributed to the Board in this month's packet, in which Magistrate Rooney requested a status report within two weeks of a M.G.L. c.32, s. 15(7) decision. Board Counsel stated he would issue the update to Magistrate Rooney within the next two weeks indicating that PERAC made the determination, as stated in PERAC's June 10, 2020 letter received by the Board on June 15, 2020, that it adopted the findings and recommendations of the Chelsea Retirement Board's M.G.L. c.32, s. 15(7) hearing.

At 9:54 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to enter Executive Session pursuant to Purpose Three of the Open Meeting Law to discuss potential litigation, strategy and attorney client privileged information pertaining to the Michael McLaughlin matter. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 10:07 AM the Board returned to Regular Session

At 10:07 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to send a copy of PERAC's decision dated June 10, 2020 to Michael McLaughlin including a notice to Mr. McLaughlin informing him of his rights to appeal PERAC's determination, with a copy to PERAC and Attorney Michael Sacco. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 10:08 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to instruct the Executive Director to contact Attorney Michael Sacco, with a copy to Michael McLaughlin, and inform him that the process of M.G.L. c. 32, s 15(4) needs to be initiated and to have Attorney Sacco put Michael McLaughlin on notice regarding this fact. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

#### Executive Director's Report:

- PTG Employee Self Service (ESS) Training- The Board discussed the email received from PTG explaining the opportunity relating to PTG providing training to members and retirees. In response to a Board Member's question, the Executive Director stated that the Retirement Office does not receive many requests from members or retirees for help with ESS and stated that the Assistant Director and herself would provide the training if necessary to individuals requesting the assistance.

The following Retiree Payroll warrant was emailed to the Board members on June 15, 2020 for their review:

Date	Retiree Payroll Warrant
May 29, 2020	\$1,026,994.67

The following Staff Payroll and Vendor warrants were emailed to the Board members on June 15, 2020 for their review:

Date	Staff Payroll Warrant	Vendor Warrant
May 27, 2020	\$3,098.03	\$ 958.81
June 3, 2020	\$3,098.03	\$ 958.81
June 10, 2020	\$4,473.03	\$1,199.81
June 17, 2020	\$3,098.03	\$ 958.81

The following Accounts Payable warrant, totaling \$85,637.94 was emailed to the Board members on June 16, 2020 for their review:

FedEx	\$ 170.26
Brian P. Monahan, Esq.	\$ 4,500.00
Ricoh USA, Inc.	\$ 135.25
Thomas Reuters – West	\$ 984.00
Cambridge Retirement Board-Angelica M. Guerra	\$ 20,045.80

Cambridge Retirement Board-Jessica J. Kahlenberg \$ 13,511.51  
Pershing LLC FBO Kathryn Killoran \$ 13,504.08  
MA State Retirement System-Bryan Hernandez-Ramirez \$ 32,787.04

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At 10:18 AM Ms. Russo made a motion seconded by Mr. Carroccino to approve the above Retiree Payroll, Staff Payrolls, Vendor and Accounts Payable warrants for which signatures will be provided at a later date. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 10:19 AM the Assistant Director and Executive Director left the meeting per request of Chairman Siewko and the Board proceeded with the Retirement Staff evaluations. Chairman Siewko stated he would do the minutes in the Executive Director's absence.

At 10:28 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to approve a 3% salary increase to both the Executive Director and Assistant Director effective July 1, 2020. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Distribution of:

- PRIT Balance Sheet and Trial Balance
- January 2020-March 2020 Accounting Reports, Bank Statements, Bank Reconciliations
- This Month in the Division of Open Government
- Michael McLaughlin – DALA Order dated May 19, 2020

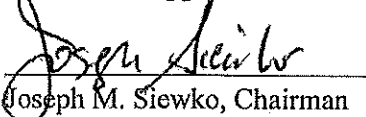
AT 10:30 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to adjourn. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Respectfully submitted,

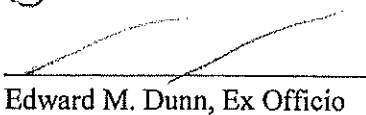


Barbara O'Brien  
Executive Director

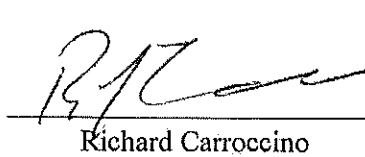
Members' Approval:



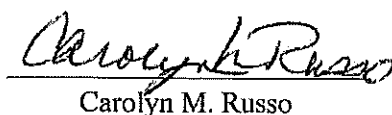
Joseph M. Siewko, Chairman



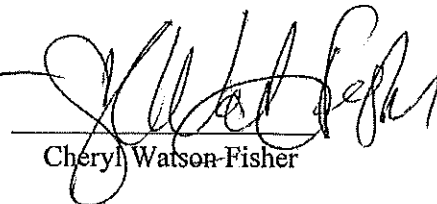
Edward M. Dunn, Ex Officio



Richard Carroccino



Carolyn M. Russo



Cheryl Watson-Fisher