

CHELSEA RETIREMENT BOARD

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Minutes from the meeting held Thursday, October 15, 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 @ bobrien@chelseama.gov before or during the meeting.

Participating Remotely Were: Board Chairman, Mr. Joseph M. Siewko, Mr. Edward Dunn, 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

Chairman Siewko opened the meeting at 9:04 AM and all present stated their name and title.

First on the agenda was the approval of the Executive Session Minutes from the August 20, 2020 Retirement Board meeting which was tabled from the September 23, 2020 Retirement Board meeting. Chairman Siewko stated that the Executive Director, after discussion with Board Counsel, made revisions to the minutes to better reflect certain statements made by Board Counsel.

At 9:09 AM Ms. Russo made a motion seconded by Mr. Carroccino to approve the Executive Session Minutes from the August 20, 2020 Retirement Board meeting as revised. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:16 AM Mr. Dunn made a motion seconded by Ms. Russo to approve the Regular Session minutes from the September 23, 2020 Retirement Board meeting as amended. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:18 AM Mr. Carroccino made a motion seconded by Ms. Watson Fisher to approve the Executive Session minutes from the September 23, 2020 Retirement Board meeting as submitted. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:20 AM Ms. Russo made a motion seconded by Mr. Dunn to approve Jose M. Otero's request to for Military Service Buyback pursuant to M.G.L. c.32, §4(1)(h). The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:21 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve Thomas W. Riley, Jr.'s request for a Reserve Buyback. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The Board reviewed PERAC's September 28, 2020 response to the Board's Proposed Supplemental Regulation relating to pro-rating creditable service. With the exception to the recommendation relating to paragraph 20, the Board agreed with Board Counsel that PERAC's recommendations were minor and in conformity with the statute. There was discussion relating to PERAC's recommendation that the Board remove the requirement in paragraph 20 of having to receive written notice from another system advising as to whether or not that other system will or will not accept liability in order for a member to purchase and receive past service.

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At 9:32 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to table this matter to give Board Counsel the opportunity to make the revisions as discussed. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Retirement Board member election update – The Executive Director confirmed that the deadline by which nomination papers must be received by the Retirement Office is November 2, 2020 and stated to date, the Retirement Office has received one set of nomination papers and stated the Assistant Director verified the required 20 signatures.

Chairman Siewko stated next on the agenda was to review the posting and discuss the process regarding the selection of the Retirement Board's 5th member whose current term ends on January 29, 2021.

At 9:34 AM Ms. Russo stated that she was recusing herself from this discussion.

At 9:38 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to adopt the process as recommended by the Executive Director and amended by the Board. The motion passed 4-0 and the votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea, Ms. Russo: recused.

Relative to Covid-19, Chairman Siewko and the Executive Director provided an update on the physical changes that were going to be made in November 2020 to the Retirement office based on Fidel Maltez', DPW Commissioner, recommendations.

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
Alfonso Velez/Custodian	12/24/2020	70	18.5833	\$46,571.91
Maria Ardagna/ Principal Account Clerk	01/04/2021	69	10.3333	\$51,188.76
Blanca Gomez /Paraprofessional	12/31/2020	57	18.6667	\$45,995.19
Maureen Levenson/ Paraprofessional	10/02/2020	72	28.0833	\$27,094.60

At 9:42 AM Mr. Dunn made a motion seconded by Ms. Watson Fisher to approve the above Superannuation Retirements. 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 requested a refund of their accumulated deductions:

Name/Title	Accumulated Deductions	Age	Service Credit	Taxes Withheld
Alicia Castillo/ Asst. to Cook, Baker	\$4,206.34	50	2.7500	Yes
Vianela DeLaCruz/ Principal Clerk	\$13,243.12	42	2.9167	Yes
Vanessa Rodriguez/ Property Manager	\$19,457.10	34	2.6667	Yes

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

Attorney's Report:

- Board Counsel stated that Attorney Sacco recently released 3 separate Notices of Action relating to the Michael McLaughlin matter and stated that Attorney Boumil's responses are due to the Board by November 4, 2020. In order to provide the Board members with sufficient time for review prior to the Pre-Hearing Conference scheduled for November 16, 2020, Board Counsel requested that the Executive Director now provide copies of the 3 separate Notices of Action to the Board members. Board Counsel also requested that the Executive Director provide copies of Attorney Boumil's corresponding responses to the Board members upon receipt. In response to Chairman Siewko's inquiry, Ms. Watson Fisher stated that approximately half of the City's Boards are meeting in person and half are meeting virtually. There was discussion relating to the current set up of the Conference Room and the Chambers in City Hall.

Executive Director's Report:

- The Executive Director stated that she had no further updates to provide.

The Executive Director stated that the following warrants were emailed to the Board for their review on October 13, 2020:

October 2020 Accounts Payable Warrant totaling \$42,649.64:

City of Chelsea- Reimbursement for Postage Meter	\$ 537.00
Brian P. Monahan, Esq.- Legal Services	\$ 4,500.00
Record Reproduction Services-Medical Records-Shamus Murphy	\$ 25.00
Ricoh USA, Inc.	\$ 135.25
The Law Offices of Michael Sacco, P.C.-Legal Services	\$ 375.00
W.B. Mason	\$ 136.54
Boston Retirement Board-Transfer Kevin Patrick Killoran	\$ 34.29
Alicia Castillo-Refund	\$ 3,365.07
City of Chelsea-Federal Taxes-Alicia Castillo	\$ 841.27
Vianela DeLaCruz-Refund	\$10,594.50
City of Chelsea-Federal Taxes-Vianela DeLaCruz	\$ 2,648.62
Vanessa Rodriguez-Refund	\$15,565.68
City of Chelsea-Federal Taxes-Vanessa Rodriguez	\$ 3,891.42

Date	Retiree Payroll Warrant	Vendor Warrant
September 30, 2020	\$1,041,952.38	\$139,218.31

Date	Staff Payroll Warrant	Vendor Warrant
September 23, 2020	\$3,190.98	\$974.99
September 30, 2020	\$3,190.98	\$974.99
October 7, 2020	\$3,190.98	\$974.99
October 14, 2020	\$5,190.98 (includes Board Stipends)	\$1,320.74

At 9:49 AM Mr. Dunn made a motion seconded by Mr. Carroccino to approve the above warrants. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Distribution of:

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- PERAC Memo #29, 2020-Mandatory Retirement Board Member Training – 4th Quarter 2020
- PERAC Memo #30, 2020-Compliance with the 2019 91A Process
- PERAC Memo #31, 2020-Appropriation Data Due Oct. 31, 2020
- PERAC's 2019 Annual Statement was received by the Retirement Office-Additional copies are available upon request
- PERAC Oct. 8, 2020 Email – Supplemental Dependent Allowances
- July 2020 PRIT Balance Sheet
- July 2020 Cash Pages, Bank Statement, Bank Reconciliation

The Board did not enter Executive Session.

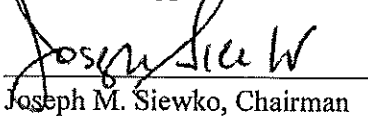
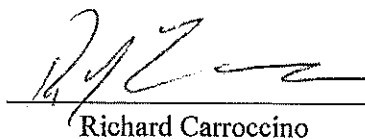
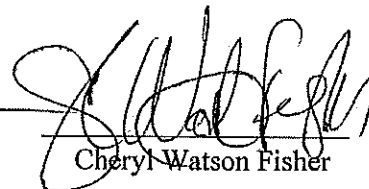
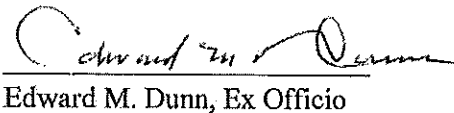
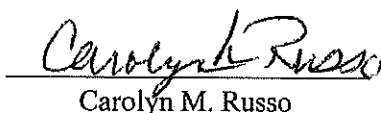
At 9:54 AM Mr. Carroccino made a motion seconded by Ms. Watson Fisher to adjourn. The votes were as follows:
Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Respectfully submitted,



Barbara O'Brien
Executive Director

Members' Approval:


Joseph M. Siewko, Chairman
Richard Carroccino
Cheryl Watson Fisher
Edward M. Dunn, Ex Officio
Carolyn M. Russo