

**CHELSEA RETIREMENT BOARD MEETING**

90 Everett Ave, Suite 5, Chelsea, MA

Minutes from the Meeting held on Thursday, February 16, 2023 at 9:00 AM

**Present Were:** Board Chairman, Mr. Joseph M. Siewko, Ms. Carolyn Russo, Ms. Cheryl Watson Fisher (present from 9:24 AM – 10:17 AM), and Mr. Richard Carroccino. Mr. Edward Dunn: Absent.

**Also Present:** Mr. Michael Nicolazzo, Executive Director, Ms. Cindy Donarumo, Assistant Executive Director, Mr. Brian P. Monahan, Esq., Board Counsel, Ms. Renate Cowhig (present from 9:02 AM – 9:21 AM), Mr. John Cowhig (present from 9:02 AM – 9:21 AM), Mr. Michael Akashian, Esq. (present from 9:02 AM – 9:21 AM), and Mr. Neil Rossman, Esq. (present from 9:33 AM – 10:09 AM).

At 9:00 AM Chairman Siewko called the meeting to order and all present stated their name and title.

Chairman Siewko noted that Mr. Dunn would be absent for personal reasons and that Ms. Fisher would be arriving to the meeting late.

**Renate Cowhig Application for Disability Retirement**

9:02 AM: Ms. Renate Cowhig, Mr. John Cowhig, and Mr. Michael Akashian Esq. entered the meeting.

9:03 AM: Ms. Russo made a motion, seconded by Mr. Carroccino, to enter into Executive Session under purposes 1 and 7 of the Open Meeting Law to discuss protected medical information relating to Ms. Renate Cowhig's Application for Disability Retirement. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Mr. Carroccino:Yea.

9:20 AM: The Board returned to Regular Session.

9:21 AM: Ms. Renate Cowhig, Mr. John Cowhig, and Mr. Michael Akashian Esq. left the meeting.

**Retirement System Relocation: IT Services RFP Update**

Chairman Siewko requested that Executive Director Nicolazzo provide an update about the office relocation and the ongoing IT Services procurement process.

9:24 AM: Ms. Fisher entered the meeting.

Mr. Nicolazzo noted he believes that three of the proposals the Retirement System received appear to be viable and that he would like to schedule interviews for the March 16, 2023 Board Meeting.

9:27 AM: Ms. Russo made a motion, seconded by Mr. Carroccino, to schedule Advizex, Computer Technologies Group, Inc., and NCG Office Systems, Inc. to interview for the IT Services contract at the March 16, 2023 Board Meeting. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

**Miriam Acevedo Section 15 Notice**

Chairman Siewko noted that PERAC recently notified the Retirement System that Ms. Miriam Acevedo had been arrested and charged with a crime. Chairman Siewko noted that the Retirement Board is required to conduct an investigation to determine if any Section 15 implications exist. Atty. Monahan noted that he had reviewed the arrest report and that his only concern was that at the time of the arrest Ms. Acevedo was found to have had a weapon. Atty. Monahan noted that he requested that Mr. Nicolazzo

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inquire to determine that this weapon was not issued by the City. Mr. Nicolazzo confirmed that Mr. Steve Staffier, the Director of the City's Office of Emergency Management, confirmed that this weapon was not issued by the City. Atty. Monahan noted that the facts do not indicate that the crimes Ms. Acevedo has been charged with are related to her office or position.

9:31 AM: Ms. Russo made a motion, seconded by Ms. Fisher, to notify PERAC that the Chelsea Retirement Board received and reviewed the arrest report, and that no further action is required at this time. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

#### **Augustus Casucci Jr's Application for Disability Retirement**

9:33 AM: Mr. Augustus Casucci Jr's legal counsel, Mr. Neil Rossman, Esq., entered the meeting.

9:34 AM: Ms. Russo made a motion, seconded by Mr. Carroccino, to enter into Executive Session under purposes 1 and 7 of the Open Meeting Law to discuss protected medical information relating to Mr. Augustus Casucci Jr.'s Application for Disability Retirement. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

10:08 AM: The Board returned to Regular Session.

10:08 AM: Ms. Russo made a motion, seconded by Ms. Fisher, to submit seek clarification from Mr. Casucci Jr's medical panel physicians. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

10:09 AM: Mr. Neil Rossman, Esq. left the meeting.

#### **Approval of the Regular Session Minutes of the January 19, 2023 Retirement Board Meeting**

10:10 AM: Ms. Fisher made a motion, seconded by Ms. Russo, to approve the Regular Session Minutes of January 19, 2023 Retirement Board meeting. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

#### **Approval of the Executive Session Minutes of the January 19, 2023 Retirement Board Meeting**

10:11 AM: Ms. Russo made a motion, seconded by Ms. Fisher, to approve the Executive Session Minutes of January 19, 2023 Retirement Board meeting. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

#### **New Retirement:**

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

Name/Title/Group	DOR	Age	Years of Service	Estimated 3/5 Yr. Average
Jody Robinson/Jr. Operator/1	02/01/2023	59	29.5000	\$ 58,206.29

Chairman Siewko inquired as to whether Mr. Robinson's superannuation would be calculated utilizing a three or a five year average. Mr. Nicolazzo confirmed that a three year average would be used.

10:13 AM: Ms. Russo made a motion, seconded by Ms. Russo, to approve the above-listed superannuation retirement. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

**Partial Refunds:**

The following members will be refunded as follows:

Name/Title/Group	Gross Refund Due	Reason	Taxes Withheld
Carmen Bermudz/ Paraprofessional/1	86.10	Contributions withheld from compensation for irregular "extra hours"	Yes
Paul Casino/Clerk/1	35.17	Contributions withheld from earnings that could not be used in final calculation due to anti-spiking provisions	Yes
Michael Nadworny/ Electrical Inspector/1	706.69	Retirement contributions withheld from un pensionable compensation for car allowance	Yes

Mr. Nicolazzo noted that it was determined that, based on information received since the agenda was finalized, Mr. Casino and Mr. Nadworny's refunds should be tabled until additional information could be procured.

10:15 AM: Ms. Russo made a motion, seconded by Ms. Fisher, to approve Ms. Bermudez's refund of erroneous contributions. The votes were as follows: Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

**Attorney's Report:**

Atty. Monahan noted that he does not have anything to report.

**Executive Director's Report:**

Mr. Nicolazzo noted that the Retirement Office is still awaiting one furniture delivery and that the Retirement System would likely need to order some additional furniture after IT services are finalized.

**Other Matters:**

January 2023 Cash Disbursements Warrant approved

Retiree payroll and Staff payroll approved

**Distribution of:**

- December 2022 PRIT Statement
- PERAC Appropriation Letter
- PERAC Memo #31 of 2022
- PERAC Memo #32 of 2022
- PERAC Memo #33 of 2022
- PERAC Memo #34 of 2022
- PERAC Memo #1 of 2023
- PERAC Memo #2 of 2023
- PERAC Memo #3 of 2023
- PERAC Memo #4 of 2023
- PERAC Memo #5 of 2023
- PERAC Memo #6 of 2023

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- PERAC Memo #7 of 2023
- PERAC Memo #8 of 2023
- Roselli, Clark & Associates Audit Report

**Motion to Adjourn:**

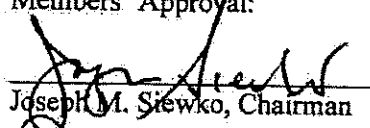
10:17 AM: Ms. Fisher made a motion, seconded by Ms. Russo, to adjourn. The votes were as follows:  
Chairman Siewko:Yea Ms. Russo:Yea Ms. Fisher:Yea Mr. Carroccino:Yea.

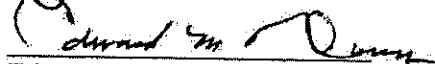
The meeting Adjourned at 10:17 AM.

Respectfully submitted,

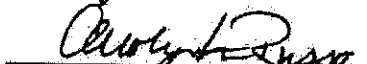
Michael Nicolazzo  
Executive Director

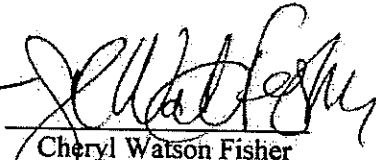
Members' Approval:

  
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 Joseph M. Siewko, Chairman

  
 \_\_\_\_\_  
 Edward M. Dunn, Ex Officio

  
 \_\_\_\_\_  
 Richard Carroccino

  
 \_\_\_\_\_  
 Carolyn M. Russo

  
 \_\_\_\_\_  
 Cheryl Watson Fisher

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