

**Minutes
Retirement Board Meeting of
June 28, 2022**

The monthly meeting of the Marlborough Retirement Board was held at 8:15 am, on Tuesday, June 28, 2022, in the Lobby Conference Room at 289 Elm Street, Marlborough, Massachusetts. Board Members Present: Gregory Brewster, William Taylor, Diane Smith, Daniel Stanhope and Robert Gustafson. Also present: Stephen MacLellan and Jessica Lau from the Meketa Group, Michael Ossing, Beth Matson and Nathaniel Chen.

The meeting was called to order at 8:15 a.m.

Executive Session: At 8:17 a.m. Daniel Stanhope made a motion to close the Public Meeting and open an Executive session under purpose 7 of the Open Meeting Law to review an Accidental Disability Retirement Application and Medical Records. The Executive session is expected to last 15 minutes, and the Board will return to Open meeting upon completion. Robert Gustafson seconded the motion. **Upon roll call, the vote was as follows: Yea: Gregory Brewster, William Taylor, Diane Smith, Daniel Stanhope, Robert Gustafson.**

Return to Open Meeting. At 8:24 a.m. the Board returned to Open Meeting. William Taylor made a motion to approve the Accidental Disability Retirement Application for Joseph Vento. Diane Smith seconded the motion. **Vote: Unanimous 5-0.**

Approval of Warrants. The Board carefully reviewed the warrants for the month of June: Retiree Payroll warrant \$1,384,715.20; Vendor warrant \$6,271.13, Refund Warrant \$191,282.97, and a Staff Payroll warrant \$15,662.36, as well as the adjusted May Vendor Warrant \$6,902.36. Diane Smith made a motion to approve the warrants. William Taylor seconded the motion. **Vote: Unanimous 5-0**

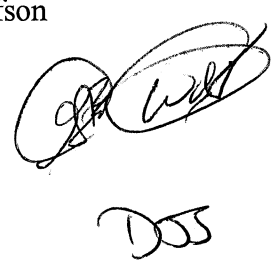
Approval of minutes. The Board carefully reviewed the minutes for the meetings of April 26th and May 24th. Diane Smith made a motion to approve the minutes. William Taylor seconded the motion. **Vote: Unanimous 5-0**

Financial Review. The Board carefully reviewed the following reports:

- a. Operating Budget as of May 2022
- b. Cash Reconciliation including Bank Statement and General Ledger Reconciliation for the month of May 2022.
- c. The April monthly accounting including the Trial Balance, Cash Receipts, Cash Disbursements, and the Adjustment Journals. Diane Smith made a motion to accept the reports and place them on file. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0**

Approval of new members.

The Board received 7 applications for membership. The one from the city is: Nathan Gill, Custodian/Houseworker. The four from the school department are: Elizabeth Riley, Para Educator, Mariela Hernandez-Cruz, Spanish Translator, Tracy Mann, Para Educator, and Kristine Wolfe, Cafeteria Helper. Diane Smith made a motion to accept all 7 full-time applicants for membership. Robert Gustafson seconded the motion. **Vote: Unanimous 5-0.**

Handwritten signatures and initials are present at the bottom right of the page. There are two large, overlapping signatures, one of which appears to be 'W. Taylor'. Below these, there are initials 'MLC' and 'DSS'.

Approval of retirements. The Board received 3 applications for superannuation retirement: Judith Dascoli is retiring after 20 years, 2 months as a Cafeteria Manager from the School Department on June 22, 2022 with an Option B benefit. Robin Sawyer is retiring after 16 years, 10 months as a Clerk from the School Department on June 29, 2022 with an Option B benefit. Thomas Bryant is retiring after 31 years, 5 months as a Lieutenant from the Police Department on July 11, 2022 with an Option C benefit. Diane Smith made a motion to approve the retirements. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

Request for Make-up. Nancy Brecken made a request to purchase 1 year, 6 months of creditable service for a period during which she was a part-time Cafeteria Aide with the School Department. Diane Smith made a motion to approve 1 year, 6 months of creditable service for a cost of \$986.62. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

Request for refunds and rollovers. The Board received 5 applications for refunds from: Deborah Barrette, Para Educator with the School Department, has 4 years, 3 months of. Duane Hoagland, Water Plant Operator with the DPW, has 11 years, 2 months of creditable service. Gianni Cardenas, Translator with the School Department, has 2 years, 11 months of creditable service. Lori Chickering, Para Educator with the school Department, has 1 year, 4 months of creditable service. Kelly Hildreth, Behavior Tech with the School Department, has 10 months of creditable service. Diane Smith made a motion to approve all of the refunds and place them on file. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

Request for Transfers. The Board received 5 requests for Transfer: Mass Teacher's Retirement System requested the transfer of funds for Barbara Morrison, Para Educator for the School Department, with 10 months of service, and Jacqueline George, Para Educator for the School Department with 7 months of creditable service. Gardner Retirement System requested the transfer of funds for Krishonna Murray, Program Manager for the Housing Department with 6 years of creditable service. Wellesley Retirement System requested the transfer of funds for Irina Safina, Clerk for the School Department with 10 years, 3 months of creditable service. Worcester Regional Retirement System requested the transfer of funds for Patricia Mespelli, Clerk for the Assessors Department with 6 years, 2 months of creditable service. William Taylor made a motion to approve all 5 requests to transfer and place them on file. Diane Smith seconded the motion. **Vote: Unanimous 5-0.**

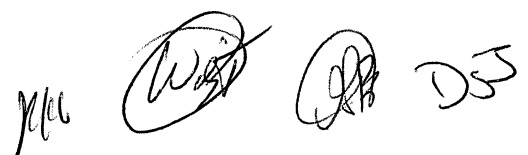
Deceased Members. The Board was advised of and acknowledge the deaths of Joanne Oram and Louise Porter. Joanne Oram was the survivor of William Oram, who retired from the Police Department on September 30, 1989, and she passed on June 14, 2022. Louise Porter retired as a Nurse for the School Department on February 4, 1991 with an Option B retirement benefit and passed on June 16, 2022. Diane Smith made a motion to acknowledge and place on file. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

Discussion:

MACRS Conference. The Board was provided with a summary of the MACRS Spring Conference that was held from June 13 to June 15. The conference included panels on legislative issues, cybersecurity, PTG, legal issues, and an administrative roundtable. Topics of discussion included pension forfeiture, settlement agreements, FOIA requests, medical panels, and the recent Vernava decision. MACRS announced plans to sponsor a monthly 45-minute Zoom session to discuss topics important to board administrators.

PERAC Audit. The Board was provided with an update on the ongoing PERAC audit.

Supplemental Rules. The Board reviewed its supplemental regulations to ensure that they are in compliance with MA General Law.

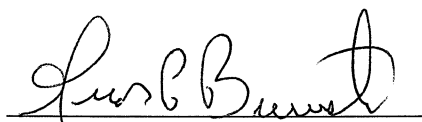
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PERAC Correspondence. The Board was provided with PERAC Memo #13, Salary Verification Request, PERAC Memo #11, SJC Decision in Vernava II, PERAC Newsflash, James J. Guido Appointed to the Commission, PERAC Memo #15, Tobacco Company List, and PERAC Memo #16, Waiver of 91 Limits for 2022. Diane Smith made a motion to accept and place on file. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

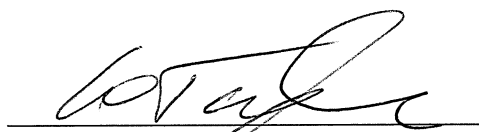
Correspondence. The Board was provided with a memo from Attorney Sacco in response to PERAC Memo #14. Diane Smith made a motion to accept the correspondence and place it on file. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0.**

New Business/ Old Business (Reserved for Topics Not Anticipated by the Chairman)
(None)

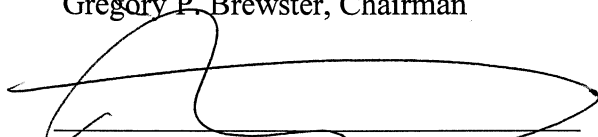
Adjourn. Diane Smith made a motion to adjourn the meeting at 9:28 a.m. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0**



Gregory P. Brewster, Chairman

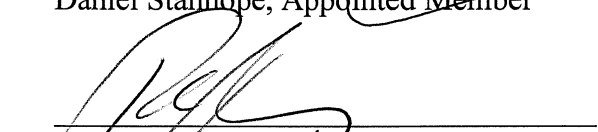


William Taylor, Elected Member



Daniel Stanhope, Appointed Member

Diane Smith, Ex-Officio



Robert Gustafson, 5th Member