

Minutes
Retirement Board Meeting of
March 28, 2023

The monthly meeting of the Marlborough Retirement Board was held at 8:15 am on Tuesday, March 28, 2023, in Memorial Hall at City Hall, 140 Main 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 Meketa, Michael Ossing, Beth Matson, and Nathaniel Chen.

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

Public Comments. No comments were heard.

Approval of Warrants. The Board carefully reviewed the warrants for the month of March: Retiree Payroll warrant \$1,421,368.68, Vendor warrant \$96,238.36, and a Staff Payroll warrant \$15,695.62. Diane Smith made a motion to approve the March warrants. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0.**

Approval of Minutes. The Board carefully reviewed the minutes for the meeting of February 25, 2023. Diane Smith made a motion to approve the minutes as written. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

Financial Review. The Board carefully reviewed the following reports:

- a. Operating Budget as of March 2023
- b. Bank Reconciliation for the month of February 2023.

Diane Smith made a motion to accept the reports and place them on file. William Taylor seconded the motion. **Vote: Unanimous 5-0.**

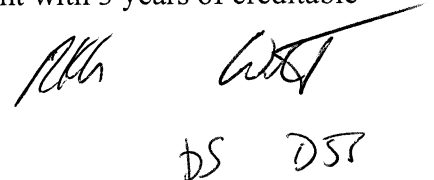
Approval of New Members. The Board received 8 applications for membership as follows: Stefane Silva Gomes, Nathalie Soto, and Sarai Juarez are new Behavior Technicians with the School Department, Colleen Collett is a new Para Educator with the School Department, and Michael Perreira and Juan Hidalgo are new Translators with the School Department. Andressa Shepher is a new Jr. Civil Engineer with the DPW. Scott Smith is a new Drop Off Attendant for the City. Diane Smith made a motion to approve all 8 applicants. William Taylor seconded the motion. **Vote: Unanimous 5-0**

Approval of Retirements.

The Board received (3) Applications for Retirement. William Taylor is retiring as a Lieutenant from the Police Department with 36 years 11 month of service. Robert Bonina is retiring as a Police Officer from the Police Department with 32 years 10 months of service. Dennis L'Homme is retiring as a Chief TPO from the DPW with 22 years 5 months of service. Diane Smith made a motion to approve all 3 applicants. Daniel Stanhope seconded the motion. **Vote: 4-0, with William Taylor abstaining.**

Request for Refunds and Rollovers. The Board received 1 application for refund: Adam O'Coin, Night Custodian with the School Department with 1 year 7 months of service, and 1 application for rollover: Kerry Carlucci, Cataloguer with the Library with 4 years 9 months of service. Diane Smith made a motion to approve both requests and place them on file. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0.**

Request for Transfers. The Board received 2 requests for transfer. The Mass Teacher's Retirement Board requested transfers for Carissa Barker, Behavior Tech for the School Department with 3 years of creditable

Handwritten signatures and initials at the bottom right of the page, including what appears to be 'AKH', 'WST', 'DS', and 'DST'.

service and Mikayla Quinlan, Para Educator for the School Department with 1 years 5 months of service. Diane Smith made a motion to approve the transfers and place them on file. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0.**

Deceased. The Board acknowledge the passing of a retired member: Thelma Bertonassi was a Tax Collector / Treasurer for the City. Ms. Bertonassi retired with an Option B benefit on June 8, 1988 and passed on March 6, 2023. Diane Smith made a motion to acknowledge and place on file. Daniel Stanhope seconded the motion. **Vote: Unanimous 5-0.**

The Meketa Group. Stephen MacLellan from the Meketa group presented the results of investment returns for the 4th quarter. The Marlborough portfolio ended 2022 down 12.5%. Mr. MacLellan reviewed the Board's asset allocation and highlighted how the large increase in interest rates during 2022 should be factored in when the Board is considering how to minimize volatility while still maintaining a strong expected return. Mr. MacLellan provided an overview of the SVB collapse and informed the Board that they have minimal exposure to SVB.

Mr. Maclellan had scheduled 3 managers to meet with the Board via a conference call at this meeting. First up: Denise D'Entremont from Rhumblin. There were no organizational changes to report. Ms. D'Entremont assured the Board that they have extremely limited exposure to SVB. The Board thanked Ms. D'Entremont for her report.

The second manager the Board met with via conference call was Shawn Mahoney from State Street Global Advisors (SSGA). Mr. Mahoney updated the Board. Yie-Hsin Hung was named President and CEO of SSGA effective in December. There were no big changes to the process, and they continue to see healthy flows into our funds. The Board thanked Mr. Mahoney for his report.

The last manager the Board met with via conference call was Jeff Murphy from Payden & Rygel. Their General Counsel, Ed Garlock, retired in June. Aside from that, there have been no major staff changes and no changes to the investment process. Steve MacLellan asked about the future impact of geopolitical tension and Robert Gustafson asked about current trends in global tension. Mr. Murphy provided an overview of the firm's limited exposure to such tension, citing no direct exposure to China and how the firm was very underweight going into the Russia-Ukraine conflict and was able to eliminate that small amount of exposure. The Board thanked Mr. Murphy for his report.

Stephen MacLellan and Jessica Lau left the meeting at 9:20 am.

Executive Session: At 9:32 a.m. Diane Smith made a motion to close the Public Meeting and open an Executive session under purpose 7 of the Open Meeting Law to review medical panel certificates for the purpose of deciding whether to grant two disability retirements and to review medical records for the purpose of determining whether to request a medical panel from PERAC. The Executive session is expected to last 30 minutes, and the Board will return to Open meeting upon completion. Daniel Stanhope seconded the motion. **Upon roll call, the vote was as follows: 5-0 Yea: Gregory Brewster, William Taylor, Diane Smith, Daniel Stanhope, Robert Gustafson.**

Return to Open Meeting. At 9:53 a.m. the Board returned to Open Meeting.

An Accidental Disability Retirement Applicant, their attorney William Gately, and David Auger entered the meeting at 9:53 a.m.

Robert Gustafson made a motion to request clarification for the medical panel of an Accidental Disability Retirement Applicant. William Taylor seconded the motion. **Vote: 5-0 Gregory Brewster, William Taylor,**

Diane Smith, Daniel Stanhope, Robert Gustafson. William Taylor made a motion to approve the Accidental Disability Retirement Application for David Auger. Robert Gustafson seconded the motion. **Vote: 5-0 Gregory Brewster, William Taylor, Diane Smith, Daniel Stanhope, Robert Gustafson.** Daniel Stanhope made a motion to request a Medical Panel for an Accidental Disability Applicant. William Taylor seconded the motion. **Vote: 5-0 Gregory Brewster, William Taylor, Diane Smith, Daniel Stanhope, Robert Gustafson.** Attorney Gately, representing an Accidental Disability Retirement Applicant, requested a copy of the memo provided to the Board by Attorney Sacco, as well as to be included on any clarification memo that is submitted to PERAC. Director Matson reminded Attorney Gately that the Attorney Sacco is the Board's attorney and drafted the memo to them under client confidentiality. She referred Attorney Gately to Attorney Sacco's office for further inquiry.

Daniel Stanhope, the Accidental Disability Retirement Applicant, Attorney Gately, and David Auger left the meeting at 9:58am.

Discussion:

COLA Base Increase – Robert Gustafson asked if anybody had reached out to the City Council. William Taylor stated that some retirees are putting something together.

NCPERS – Director Matson notified the Board about the upcoming NCPERS conference in case anyone was interested in attending.

PERAC Correspondence. The Board was provided with correspondence from PERAC as follows:
PERAC Memo #9 – Tobacco Company List

Misc. Correspondence.

New Business/ Old Business (Reserved for Topics Not Anticipated by the Chairman)

Director Matson provided the Board with a draft job description for the potential new hire of a third office staff member. Robert Gustafson made a motion to proceed with the hiring process. William Taylor seconded the motion. **Vote: Unanimous 4-0.**

Adjourn. Diane Smith made a motion to adjourn the meeting at 10:14 a.m. William Taylor seconded the motion. **Vote: Unanimous 4-0.**

Gregory P. Brewster, Chairman

William Taylor, Elected Member

Daniel Stanhope, Appointed Member

Diane Smith, Ex-Officio

Robert Gustafson, 5th Member