

## Minutes of the meeting held on August 1, 2022

Present: Francis Murphy – Chair, Michael Gardner, John Shinkwin, Joseph McCann, Ellen Philbin, James Quirk, and Chris Burns.

Arrived Late: Nadia Chamblin-Foster (Not present for Agenda Item #6.)

The meeting was called to order at 11:10 AM. The meeting was digitally recorded. This was a hybrid meeting, held in-person in the Sheila Tobin Conference Room at 125 CambridgePark Drive, with some participants joining via Webex videoconference.

### Agenda Item #1 – Minutes

Motion by Gardner, seconded by McCann to accept the regular minutes of the meeting held on July 5, 2022. The motion carried on a 4-0 with Chamblin-Foster unavailable due to a technical issue.

Motion by Gardner, seconded by Shinkwin to accept the executive session minutes of the meeting held on July 5, 2022. Voted unanimously.

### Agenda Item #2 - Warrants

Motion by Gardner, seconded by Shinkwin to accept payment of Warrant #14 in the amount of \$8,777,778.71 and Warrant #15 in the amount of \$428,521.08. Voted unanimously.

### Agenda Item #3 – Superannuations

Motion by Gardner, seconded by Chamblin-Foster to accept the Superannuation retirement applications submitted by Melissa Coco, Social Worker, Cambridge Health Alliance with fifteen years; Brooke Coulter, Registered Nurse, Cambridge Health Alliance with twenty-eight years, five months; Gerard Mahoney, Fire Chief with thirty-nine years, five months; John Meucci, Custodian, School Dept. with thirty-seven years, three months; Thomas Nunziato, Master Plumber, Dept. of Public Works with thirty years, three months; Mary Ruggiero, Paraprofessional, School Dept. with twenty years, nine months; and Emilia Sousa, Billing Clerk, Cambridge Health Alliance with eighteen years, two months. Voted unanimously.

### Agenda Item #4 - Make-ups/Redeposits/Liability

The Board reviewed make-up and redeposit worksheets for six members.

Motion by Shinkwin, seconded by McCann and to allow the make-up of service by Pedro Hernandez, one year, five months; Xiomara Nunez, two months; Victor M. Resendes, one month; Alessandro Tomar, two years, one month and Ruggiero Vincent, two months. Voted unanimously.

Motion by Gardner, seconded by Shinkwin to allow the redeposit of a refund for Sandra M. Canas, nine months. Voted unanimously.

### Agenda Item #5 – Refund Applications

The Board reviewed a list of refund applications submitted in July.

Motion by Chamblin-Foster, seconded by Gardner to accept ten refund applications. Voted unanimously.

The Chairman requested to adjourn the open meeting and go into executive session for the purpose of discussing disability retirement applications. The Chairman stated that the meeting would reconvene in open session the conclusion of the executive session. On a roll call, the vote was as follows:

John Shinkwin: YES

Michael Gardner: YES  
Joseph McCann: YES  
Francis Murphy: YES  
Nadia Chamblin-Foster: YES

#### Agenda Item #6 – Accidental Disability Benefit – Michael Murphy

The Board reviewed the certificates and narrative reports of three separate medical exams, the member's application, treating physician's statement and employer's statement pertaining to Michael Murphy's Accidental Disability application. Francis Murphy stated that he would recuse himself from discussion and voting on the matter because the applicant is his brother. Motion by Shinkwin, seconded by Chamblin-Foster to accept the findings of the medical panel and to grant Accidental Disability benefits to Michael Murphy, a Firefighter. The motion carried on a 4-0 vote with Murphy abstaining.

#### Agenda Item #7 – Accidental Disability Application – Howard Smith

The Board reviewed the member's application, treating physician's statement and employer's statement pertaining to Howard Smith's Accidental Disability application. Gardner moved to table the application until the September meeting. Shinkwin seconded the motion and it was voted unanimously.

#### Agenda Item #8 – Board Election

The Election Officer reported that at the close of the nomination period, Francis Murphy was the only person to have submitted nomination papers for the election to the Retirement Board. Motion by Gardner, seconded by Shinkwin to declare Frank Murphy elected by virtue of being the only candidate to qualify for nomination and to declare that no election will be held. The motion carried on a 4-0 vote with Murphy abstaining.

#### Agenda Item #9 – 91A Hearing – Kyle Hood

The Board reviewed correspondence sent to Kyle Hood. Burns reported that Hood has submitted all required documents to PERAC. As he is now in compliance with the reporting requirement, no action was taken.

#### Agenda Item #10 – 91A Hearing – Paul Poisson

The Board reviewed correspondence sent to Paul Poisson. Burns reported that as of that morning, Poisson has not submitted required documents to PERAC. Burns stated that he has spoken with Poisson and urged him to submit his form to PERAC. However, within the last week he dropped out of contact, had his phone disconnected and left the apartment where he was living. Gardner moved to terminate Mr. Poisson's pension, effective if he is not in compliance by the next payroll date. Shinkwin seconded the motion. Quirk stated that if the Board receives information that the member is not in a condition to complete the reporting, such as due to a hospitalization, the Board could request that PERAC waive the requirement to submit. If the member's benefit is terminated, the termination would be retroactive to April 15, when the submission was originally due. Gardner requested to withdraw his original motion. Gardner moved to table the matter until the September meeting and request that the staff continue to make efforts to contact Mr. Poisson. Shinkwin seconded the motion and it was voted unanimously.

#### Agenda Item #11 – GASB Statements

The Board reviewed draft GASB statements prepared by The Segal Company. David Kale attended for this agenda item only. McCann noted that the report covers only pension liabilities and does not address the cost of health benefits. The City is required to

prepare the report every two years, but makes a practice of preparing the report every year. Kale stated that he was comfortable with the Board approving the report as written.

Motion by Gardner, seconded by McCann to accept GASB Statements 67 and 68, as of December 31, 2021. Voted unanimously.

#### Agenda Item #12 – PERAC Memos

The Board reviewed PERAC Memos #17, 18, 19, 20 and 21. Quirk noted that the extension of the open meeting law waiver will allow the Board to continue holding remote meetings, even without a majority of the Board physically present, until March 2023.

Gardner stated that he did not intend to attend meetings in-person unless all persons attending agreed to wear face coverings.

#### Agenda Item #10 - Old Business

Quirk stated that he was preparing to defend the Board's position in an appeal from a Cambridge Health Alliance Registered Nurse who was denied her request to be classified in Group 2.

#### Agenda Item #11 - New Business

The Chairman noted that the City has adopted a new policy allowing for employees to work remotely, with approval from their department head.

The Chairman noted that that the Governor has signed a bill which would grant a 5% COLA to State retirees and contains a local option to allow cities to grant the enhanced COLA. Quirk stated that he has not yet reviewed the text of the law and he was not prepared to advise on how it could be implemented.

#### Agenda Item #12 – Executive Session

Agenda Item #6 – adopted  
Agenda Item #7 – tabled

#### Agenda Item #13 - Chairman's Report

None offered.

#### Agenda Item #14 – Executive Director's Report

Burns reported that Ellen Philbin would be out of the office for at least two weeks.

The following documents were also reviewed by the Board:

- Notice of Retiree Deaths
- City of Cambridge Telework Policy, Issued July 15, 2022
- May Financials – General Ledger, Summary of Accounts, Trial Balance, Adjustments, Cash Disbursements, Cash Receipts, Wire Transfers

Gardner moved to adjourn at 12:25 PM.