

Minutes of the meeting held on August 5, 2019

Present: Francis Murphy – Chair, James Monagle, Michael Gardner, Nadia Chamblin-Foster, John Shinkwin, Ellen Philbin, James Quirk, Rafik Ghazarian and Chris Burns.

The meeting was called to order at 5:15 PM. The meeting was digitally recorded.

Agenda Item #1 – Minutes

Motion by Chamblin-Foster, seconded by Monagle to accept the regular minutes of the meeting held on July 1, 2019. Voted unanimously.

Motion by Shinkwin, seconded by Gardner to accept the executive session minutes of the meeting held on June 10, 2019. Voted unanimously.

Agenda Item #2 - Warrants

Motion by Shinkwin, seconded by Gardner to accept payment of warrant #14 in the amount of \$7,372,870.66 and to accept payment of warrant #15 in the amount of \$2,003,919.84. Voted unanimously.

Agenda Item #3 – Superannuations

Motion by Shinkwin, seconded by Chamblin-Foster to accept the Superannuation retirement applications submitted by Gary Edwards, Patrol Officer, Police Dept. with thirty-two years, three months; Debre Foxx, ABE Advisor, Human Services Dept. with twenty-three years, three months; Michelle Hairston, Pre-School Teacher, Human Services Dept. with twenty-two years, four months; Celin Johnson, Cashier, Traffic & Parking Dept. with fifteen years, seven months; Calvin Kantor Jr., Patrol Officer, Police Dept. with thirty-two years, two months; Michele Klau, Clinical Nurse Specialist, Cambridge Health Alliance with fourteen years, five months; Cathleen Lawson, Patrol Officer, Police Dept. with thirty-two years, five months; John Leary, Custodian, School Dept. with eighteen years, five months; Celeste Lima, Medical Interpreter, Cambridge Health Alliance with fifteen years, nine months; Sue Lombardi, Registered Nurse, Cambridge Health Alliance with thirty-four years, nine months; Susan McMahan, Registered Nurse, Cambridge Health Alliance with thirty-eight years, three months; Leann Warren, Clerk/Typist, Police Dept. with twenty-four years, eight months; Diane Zylicz, Teacher/Director, Human Services Dept. with thirty-one years, six months. Voted unanimously.

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

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

Motion by Chamblin-Foster, seconded by Shinkwin to allow the make-up of contributions requested by Lula A. Amanuel, 1 year 6 months; Brian P. Branley, 1 year 9 months; Karen M. Francis, 7 months; Alison A. Graham, 4 months, requesting acceptance of liability; Ellen Kantor Jean-Louis, 2 months; Stephen E. Meuse, 10 months, requesting acceptance of liability; Toya M. Scott, 3 years 10 months and to allow the redeposit of a refund for Diane Zylicz, 7 months. Voted unanimously.

Agenda Item #5 – Refund Applications

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

Motion by Gardner, seconded by Shinkwin to accept five 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 at the conclusion of the executive session. On a roll call, the vote was as follows:

Michael Gardner:	YES
Nadia Chamblin-Foster	YES
John Shinkwin:	YES
James Monagle:	YES
Francis Murphy:	YES

Agenda Item #6 – Involuntary Accidental Disability Benefit – James Jones

The Chairman stated that the member's attorney requested that the matter be delayed until the October meeting. Without objection, the Board agreed to table the issue.

Agenda Item #7 – Accidental Disability Benefit – Lyle Lashley

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 Lyle Lashley's Accidental Disability application.

Motion by Gardner, seconded by Chamblin-Foster to seek clarification from the medical panel. Voted unanimously.

Agenda Item #8 – Accidental Disability Application – Edward Corey

The Board reviewed the member's application, treating physician's statement and employer's statement pertaining to Edward Corey's Accidental Disability application.

Motion by Shinkwin, seconded by Monagle to accept the Accidental Disability application filed by Edward Corey, a Laborer in the Dept. of Public Works and to request that PERAC convene a medical panel. Voted unanimously.

Agenda Item #9 – Accidental Disability Application – Kenneth Ryan

The Board reviewed the member's application, treating physician's statement and employer's statement pertaining to Kenneth Ryan's Accidental Disability application.

Motion by Gardner, seconded by Monagle to accept the Accidental Disability application filed by Kenneth Ryan, a Plumber in the Housing Authority, and to request that PERAC convene a medical panel. Voted unanimously.

Agenda Item #10 – Accidental Disability Application – Francis Murphy III

Murphy recused himself from discussion and voting on the matter of his own application.

Monagle served as Acting Chair in Murphy's absence.

The Board reviewed the member's application, treating physician's statement and employer's statement pertaining to Francis Murphy's Accidental Disability application.

Motion by Shinkwin, seconded by Gardner to accept the Accidental Disability application filed by Francis Murphy III, Deputy Chief in the Fire Dept., and to request that PERAC convene a medical panel. The motion carried on a 4-0 vote, with Murphy abstaining.

Agenda Item #11 – 91A Hearing – Jean Guy Fedna

The Director stated that Fedna has submitted all required documents to PERAC and that no hearing was necessary.

Agenda Item #12 – 91A Hearing – Charles Francis

The Director stated that Francis has submitted all required documents to PERAC and that no hearing was necessary.

Agenda Item #13 - PERAC Memos

The Board reviewed PERAC Memos 19 and 20. No action was taken.

Agenda Item #14 - Old Business

Not needed.

Agenda Item #15 - New Business

Not needed.

Agenda Item #16 - Executive Session

Agenda Item #6 – tabled

Agenda Item #7 – requested clarification

Agenda Item #8 – adopted

Agenda Item #9 – adopted

Agenda Item #10 – adopted

Agenda Item #17 - Chairman's Report

None offered.

Agenda Item #18 – Executive Director's Report

The Board agreed to conduct the next investment review meeting on Thursday, August 29 at 11:00 am.

The Director reminded Board members to notify her if they intend to go to the MACRS fall conference.

Burns stated that two candidates submitted valid nomination papers. Ballots will be mailed to all eligible voters on August 9 and must be returned to the Election Commission by September 24.

The following documents were also reviewed by the Board:

- List of Retiree Deaths
- Correspondence from Attorney James Quirk re: Retirement Board of Watertown vs. Joseph Deignan & Others
- PERAC Annual Report 2018
- 2019 Administrative Budget Update
- March Financials: General Ledger, Summary of Accounts, Trial Balance, Adjustments, Cash Disbursements, Cash Receipts, Wire Transfers.
- April Financials: General Ledger, Summary of Accounts, Trial Balance, Adjustments, Cash Disbursements, Cash Receipts, Wire Transfers.
- May Financials: General Ledger, Summary of Accounts, Trial Balance, Adjustments, Cash Disbursements, Cash Receipts, Wire Transfers.
- Lazard Portfolio Review – June 2019
- RBC Quarterly Report – June 30, 2019

Monagle moved to adjourn at 6:55 PM.