

## Minutes of the meeting held on August 6, 2018

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

Absent: Nadia Chamblin-Foster

The meeting was called to order at 5:00 PM. The meeting was digitally recorded.

### Agenda Item #1 – Minutes

Motion by Monagle, seconded by Shinkwin to accept the regular minutes of the meeting held on July 9, 2018. Voted unanimously.

Motion by Shinkwin, seconded by Gardner to accept the executive session minutes of the meeting held on July 9, 2018. Voted unanimously.

### Agenda Item #2 - Warrants

Motion by Shinkwin, seconded by Gardner to accept payment of warrant #14 in the amount of \$7,212,359.76 and to accept payment of warrant #15 in the amount of \$1,487,743.96. Voted unanimously.

### Agenda Item #3 – Superannuations

Motion by Monagle, seconded by Shinkwin to accept the Superannuation retirement applications submitted by Thomas Cauchon, Lieutenant, Fire Dept. with thirty years, seven months; Norman Drayton, Laborer, Housing Authority with twenty-nine years, ten months; Patricia Leonard, Clerk/Typist, Police Dept. with twenty-three years, five months; Daniel Mahoney, Firefighter with thirty-three years, five months; Jacqueline Phillips, Manager of Training and Staff Development, Personnel Dept. with ten years, eight months; Alison Price, Program Coordinator, Animal Commission with twenty-nine years, two months; Robert Scott, Cook, School Dept. with twenty years, six months and Carole Sousa, Teacher/Program Coordinator, Human Services Dept. with sixteen years, six months. Voted unanimously.

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

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

Motion by Shinkwin, seconded by Monagle to allow the make-up of contributions requested by Jordan J. Ahmed, 1 month; Deborah J. Favreau, 9 months; Maureen Spinette, 10 months; also to allow the redeposit of a refund requested by Joshua Buxbaum, seven 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 |
| John Shinkwin:   | YES |
| James Monagle:   | YES |
| Francis Murphy:  | YES |

**Agenda Item #6 – Accidental Disability Application – Alexandra Corwin**

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

Motion by Gardner, seconded by Shinkwin to accept the application for Accidental Disability benefits filed by Alexandra Corwin, Sustainability Analyst in the Dept. of Public Works, and to request that PERAC convene a medical panel. On a roll call, it was voted unanimously.

**Agenda Item #7 – Accidental Disability Application – Francis Rubino**

The Board reviewed the member's application, treating physician's statement and employer's statement pertaining to Francis Rubino's Accidental Disability application. Attorney Thomas Gibson appeared, representing the member.

Motion by Gardner, seconded by Shinkwin to accept the Accidental Disability application filed by Francis Rubino, Working Foreman in the Traffic Dept, and to request that PERAC convene a medical panel. On a roll call, it was voted unanimously.

**Agenda Item #8 – Accidental Disability Benefit – Gilbert Carrillo**

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 Gilbert Carrillo's Accidental Disability application. Attorney Thomas Gibson appeared, representing the member.

Motion by Gardner, seconded by Monagle to accept the findings of the medical panel and to grant Accidental Disability benefits to Gilbert Carrillo, a Laborer in the Housing Authority. On a roll call, it was voted unanimously.

**Agenda Item #9 – Accidental Disability Benefit – George Cotter**

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 George Cotter's Accidental Disability application. George Cotter and Attorney Michael Akashian appeared and responded to questions from the Board.

Motion by Gardner, seconded by Shinkwin to accept the findings of the medical panel and grant Accidental Disability benefits to George Cotter, a Firefighter, pending receipt of a legible copy of one of the medical certificates. On a roll call, it was voted unanimously.

**Agenda Item #10 – Accidental Disability Application – Hector Colon**

The Board reviewed the member's application, treating physician's statement and employer's statement pertaining to Hector Colon's Accidental Disability application. Attorney Thomas Gibson appeared, representing the member.

Motion by Gardner, seconded by Shinkwin, to accept the Accidental Disability application filed by Hector Colon, Maintenance Mechanic in the Housing Authority, and to request that PERAC convene a medical panel. On a roll call, it was voted unanimously.

**Agenda Item #11 – Accidental Death Benefit – Edward MacAskill**

The Board reviewed the member's death certificate, correspondence from his treating physician, and the report of his 1994 medical panel.

Motion by Gardner, seconded by Monagle to grant Accidental Death benefits to the surviving spouse of Edward MacAskill. On a roll call, it was voted unanimously.

**Agenda Item #12 – Accidental Disability Application – Paul Neal**

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

Motion by Gardner, seconded by Shinkwin to accept the Accidental Disability application filed by Paul Neal, a Firefighter, and to request that PERAC convene a medical panel. On a roll call, it was voted unanimously.

**Agenda Item #13 - PERAC Memos**

The Board reviewed PERAC memos 21-24.

Quirk stated that he would begin to incorporate the language recommended in Memo #22 into future contracts with investment managers.

Quirk reviewed a recent court decision involving the purchase of reserve time by Police Officers.

**Agenda Item #14 - Old Business**

Not needed.

**Agenda Item #15 - New Business**

Not needed.

**Agenda Item #16 - Executive Session**

Agenda Item #6 – adopted

Agenda Item #7 – adopted

Agenda Item #8 – adopted

Agenda Item #9 – adopted

Agenda Item #10 – adopted

Agenda Item #11 – adopted

Agenda Item #12 – adopted

**Agenda Item #17 - Chairman's Report**

None offered.

**Agenda Item #18 – Executive Director's Report**

The system issued an RFP for legal services, with responses due by September 5<sup>th</sup>.

The Board agreed to reschedule the October meeting to October 4, 2018 at 10:00 AM.

The following documents were also reviewed by the Board:

- List of Retiree Deaths
- Correspondence from Attorney Quirk re: Plymouth Retirement Board vs. CRAB, PERAC and Antonio Gomes
- Correspondence from Attorney Quirk re: Revere Retirement Board vs. Attorney General
- BLB&G Portfolio watch – 2<sup>nd</sup> Quarter 2018
- BLB&G Educational Forum
- Actuarial Valuation and Review as of January 1, 2018
- 2018 Administrative Budget
- 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

Monagle moved to adjourn at 7:20 PM.