

ESSEX REGIONAL RETIREMENT BOARD
REGULAR SESSION
January 29, 2024

At a meeting of the Essex Regional Retirement Board held on Monday, January 29, 2024, at 491 Maple Street, Suite 201 at 8:30 a.m., the following Board members were present for all or some of the meeting: Tracy A. Blais, Katherine E. Carleton, Vincent R. Malgeri, and Susan J. Yaskell (remote).

In attendance for all or some of the meeting were the following individuals:

Chuck Kostro, ERRS Executive Director
Lori O'Donnell, ERRS Executive Assistant
Chris Collins, ERRS Counsel
Tom Scanlon, Ascent Venture Partners (remote)
Walter Dick, Ascent Venture Partners (remote)
Deann Shaw, Triton Regional School Member

Mr. Malgeri called the meeting to order at 8:29 a.m.

Statement

The Massachusetts Open Meeting Law permits meetings to be recorded and states that the Chair shall inform attendees at the beginning of the meeting of any such recording. Therefore, I am informing everyone that Lori O'Donnell is recording this meeting. If anyone else is recording the meeting, please identify yourself at this time.

Approval of Board Minutes

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted 4-0; to approve the minutes of the regular and executive session of the meeting of December 18, 2023.

Public Comment Period

There were no public comments

Ascent Venture Partners Fund V – Extension Proposal

Mr. Kostro noted that Ms. Yaskell is participating in this meeting remotely. Therefore, all votes by the Board must be by roll call. Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve, subject to the review of ERRS Counsel, the extension and fee proposal for Ascent Venture Partners Fund V.

Approval of Board Minutes – Re-Vote

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the minutes of the regular and executive session of the meeting of December 18, 2023.

New Enrollments

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; That the following named employees be enrolled in the Essex Regional Retirement System, a list of fifty-five names beginning with Linda L. Albano and ending with Belinda Young.

Last Name	First Name	Unit	Title/Position	Enrollment Date	Group
Albano	Linda L.	Town of Georgetown	Office Clerk	12/4/2023	1
Barmore	Savannah M.	Town of Georgetown	Teen Librarian	12/11/2023	1
Beneti	Olympia	Town of Lynnfield	Paraprofessional	12/19/2023	1
Bianculli	Skylar J.	Town of Merrimac	Firefighter	12/25/2023	4
Bixby	Farah M.	Pentucket Regional SD	Administrative Assistant	12/12/2023	1
Brouder	John C.	Town of North Andover	Firefighter	1/2/2024	4
Calderwood	Kristine M.	Triton Regional SD	Cafeteria Worker	11/27/2023	1
Christensen	Carla C.	Town of Essex	Librarian	1/8/2024	1
Coffey	Kristin A.	Town of North Andover	SEI Intervention	11/27/2023	1
Colameta	Joshua D.	Town of Ipswich	Police Officer	5/12/2023	4
Cullen	Alexander	Town of Hamilton	Truck Driver / Laborer	1/10/2024	1
Cooper	Patrick	Town of North Andover	Laborer	12/4/2023	1
Danforth	Peter K.	Town of West Newbury	Equipment Operator	12/18/2023	1
Dolan	Teagan A.	Town of Ipswich	Animal Control	12/18/2023	1
Earl	Sarah J.	Hamilton Wenham	Teaching Assistant	12/4/2023	1
Ercolani	Thomas B.	Town of Rockport	Specialist	12/18/2023	1
Frithsen	David W.	Town of Rockport	Water Treatment Supervisor	12/18/2023	1
Gabriel	Catherine M.	Town of Ipswich	Finance Director	12/21/2023	1
Garber	Ashley E.	Town of Middleton	Admin Assistant	1/17/2023	1
Gonzalo	Mia Rose	Town of Georgetown	Instructional Assistant	12/18/2023	1
Gregory	Patricia A.	Town of Boxford	Sped Aide	12/11/2023	1
Griffin	Christopher	Town of Rockport	Laborer	1/2/2024	1
Hall	Rebecca M.	Town of North Andover	Teaching Assistant	11/27/2023	1
Henrichon	Pamela S.	Triton Regional SD	Cafeteria Worker	12/4/2023	1
Hoffman	Kathryn R.	Pentucket Regional SD	Paraprofessional	1/2/2024	1

Holland	Samantha E.	Town of Lynnfield	Food Service	1/2/2024	1
Holt	James	Ipswich Housing Authority	Executive Director	12/11/2023	1
Jackson	Katherine	Town of Wenham	Assistant to Chief of Police	11/27/2023	1
Kilcoyne	Emily G.	Town of North Andover	Teaching Assistant	11/13/2023	1
Koral	Emma J.	Town of Georgetown	Paraprofessional	1/10/2024	1
Kowalik	Edison J.	Town of Essex	Laborer	12/4/2023	1
LaBaire	Sarah T.	Triton Regional SD	Instructional Assistant	10/23/2023	1
Lopez	Evelyn	Town of Boxford	Accounting Clerk	2/1/2024	1
Maddaleni	Jennifer A.	Town of Boxford	Behavior Specialist	1/8/2024	1
Marion	Brenda M.	Triton Regional SD	Instructional Assistant	11/15/2023	1
McCormick	Megan E.	Town of Rowley	Associate for Youth Services	11/15/2023	1
McIntosh	Conor D.	Town of Topsfield	Assistant Treasurer / Collector	11/6/2023	1
McNiff	Laurie A.	Town of Rockport	Administrative Assistant	7/1/2023	1
Nussbaum	James C.	Town of North Andover	Firefighter	1/2/2024	4
Ochoa	Eduardo A.	Eastern Essex Veterans Services	Assistant to Director	12/6/2023	1
Pero	Lea A.	Town of North Andover	Public Health Nurse	1/2/2024	1
Pike	James T.	Town of Rowley	Building Inspector	12/27/2023	1
Rennie	Susan J.	Town of North Andover	Teaching Assistant	8/28/2023	1
Reyling	Mary S.	Manchester Essex Regional SD	Teaching Assistant	12/8/2023	1
Safwan	Naimeh N.	Town of Lynnfield	Paraprofessional	1/8/2024	1
Spalding	Sarah	Triton Regional SD	Instructional Assistant	12/11/2023	1
Stolzman	Tammy L.	Town of Ipswich	Librarian	1/15/2024	1
St. Peter	Olivia A.	Town of Rowley	Dispatcher	12/19/2023	1
Terry	Jillian E.	Town of Groveland	Police Officer	11/13/2023	4
Vasilenko	Jessica L.	Pentucket Regional SD	Paraprofessional	1/16/2024	1
Visone	Danielle N.	Town of Middleton	Behavior Specialist	11/27/2023	1
Whelsky	Molly A.	Town of Rockport	Office Manager	1/31/2024	1
Williams	Jane	Town of North Andover	Café Worker	11/27/2023	1
Williams	Kristen F.	Town of Ipswich	Clerk	1/8/2024	1
Young	Belinda	Town of Wenham	Treasurer / Collector	4/4/2022	1

New Retirements

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; That the following named members of the Essex Regional Retirement System be awarded retirement benefits calculated as presented below, a list of nine names, beginning with Martelle M. Booth and ending with Michael D. Waters;

1. Martelle M. Booth, Teaching Assistant, Hamilton-Wenham Regional School District, Group 1
Retirement Date: November 3, 2023
Monthly Retirement Allowance: \$1,032.86
Annual Retirement Allowance: \$12,394.32
2. Carol P. Burke, Kitchen Manager, Town of Lynnfield, Group 1
Retirement Date: November 1, 2023
Monthly Retirement Allowance: \$737.40
Annual Retirement Allowance: \$8,848.80
3. Julia M. Crampsey, Instructional Assistant, Triton Regional School District, Group 1
Retirement Date: November 1, 2023
Monthly Retirement Allowance: \$637.79
Annual Retirement Allowance: \$7,653.48
4. Cynthia Dellea, Instructional Assistant, Town of Middleton, Group 1
Retirement Date: November 20, 2023
Monthly Retirement Allowance: \$1,404.25
Annual Retirement Allowance: \$16,851.00
5. Christopher Martin, Supervisor, Water Department, Town of Rockport, Group 1
Retirement Date: December 15, 2023
Monthly Retirement Allowance: \$5,345.88
Annual Retirement Allowance: \$64,150.56
6. Brian J. Moore, Foreman, Department of Public Works, Town of Rockport, Group 1
Retirement Date: November 30, 2023
Monthly Retirement Allowance: \$3,896.88
Annual Retirement Allowance: \$46,762.56
7. Brian J. Murphy, Police Officer, Town of Ipswich, Group 4
Retirement Date: October 29, 2023
Monthly Retirement Allowance: \$5,828.33
Annual Retirement Allowance: \$69,939.96
8. Colleen W. Ranshaw-Fiorello, Director, Council on Aging, Town of Georgetown, Grp 1
Retirement Date: November 25, 20223
Monthly Retirement Allowance: \$2,650.62
Annual Retirement Allowance: \$31,807.44
9. Michael D. Waters, Police Officer, Town of Nahant, Group 4
Retirement Date: December 29, 2023
Monthly Retirement Allowance: \$4,572.87
Annual Retirement Allowance: \$54,874.44

New Retirements

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To table the retirement application of Frank Giordano pending the submission to this Board of a clarification or modification by a Probate Court action of the Domestic Relations Order on file with the retirement system.

1. Frank M. Giordano, Chief Operator, Water Department, Town of Salisbury, Group 1
Retirement Date: October 28, 2023
Monthly Retirement Allowance: \$3,983.20
Annual Retirement Allowance: \$47,798.40

Creditable Service Awards

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; That the retirement system staff has verified that the required payment having been received, that the following members of the Essex Regional Retirement System be awarded creditable service as presented below:

1. Wanda E. Codair shall be awarded two years and one month of creditable service for the purchase of military service rendered from May 23, 1990 to June 25, 1992, with the United States Marine Corps, as this member is vested at the time of the purchase.
2. Catherine A. Daly shall be awarded three years and nine months of creditable service for the purchase of prior refunded service rendered from September 2, 2008 to June 20, 2012, with the Salem Retirement Board.
3. Erin Merrill shall be awarded three years and five months of creditable service for the purchase of prior non-membership service rendered from May 18, 2017 to June 30, 2023, with the Town of Topsfield.
4. Clyde D. Sheppard shall be awarded nine months of creditable service for the purchase of prior non-membership service rendered from May 30, 2014 to July 15, 2015, with the Pentucket Regional School District.
5. Joshua C. Sipple shall be awarded one year and ten months of creditable service for the purchase of military service rendered from November 2020 to September 2022, with the United States Marine Corps, as the member submitted payment prior to the moratorium on military service purchases for members with less than ten years of service.

Liability Requests

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To take the following action on requests for the acceptance of liability received by the retirement system:

1. To deny liability as requested by the State Board of Retirement on behalf of Andrew S. Bridges for non-membership service from January 1, 2010 to June 30, 2012, with the Town of Newbury, as this individual was not eligible for membership in the retirement system, did not remit contributions, was not wrongfully excluded from membership, and was not employed in a temporary, provisional or substitute position.
2. To deny liability as requested by the Massachusetts Teachers' Retirement System on behalf of Elaine Cygan for non-membership service rendered from 2021 to 2023, as this individual was not eligible for membership in the retirement system, did not remit contributions, was not wrongfully excluded from membership, and was not employed in a temporary, provisional or substitute position.
3. To deny liability as requested by the Saugus Contributory Retirement Board on behalf of Matthew Donahue for non-membership service rendered from April 2007 to October 2008, as this individual was not eligible for membership in the retirement system, did not remit contributions, was not wrongfully excluded from membership, and was not employed in a temporary, provisional or substitute position.
4. To deny liability as requested by the Massachusetts Teachers' Retirement System on behalf of Kathleen Ann Marsh for non-membership service rendered from September 1, 2018 to June 30, 2023, with the Town of Lynnfield, as this individual was not eligible for membership in the retirement system, did not remit contributions, was not wrongfully excluded from membership, and was not employed in a temporary, provisional or substitute position.
5. To accept ten months of liability as requested by the Gloucester Contributory Retirement System Board on behalf of Susan W. O'Leary for prior refunded service from August 29, 2005 to June 30, 2006, with the Manchester-Essex Regional School District.

Refund Warrant – January 2024

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the refund warrant for January 2024, to refund, rollover, or transfer the accounts of the individuals as presented below, a list of two members beginning with Suzanne Berti and ending with Geraldine VanLenten, in the total net amount of \$7,369.78.

Name	Type	Board or Institution
Berti, Suzanne	Withdrawal	
VanLenten, Geraldine B.	Withdrawal	

December Retirees Payroll

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the retirement allowances for the month of December 2023, in the actual amount of \$5,113,812.09.

January Retirees Payroll

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the retirement allowances for the month of January 2024, in the estimated amount of \$4,995,000.00.

ERRS Payroll

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the payment of the ERRS employee payroll for December 29, 2023, in the amount of \$20,973.03, for January 12, 2024, in the amount of \$20,590.53, and for January 26, 2024, in the amount of \$21,550.54.

Cash Disbursement Warrant CD2024.01

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2024.01 for January 2024, in the total amount of \$50,219.34.

Vendor	Amount (\$)
Access - Records Storage Monthly Fee	788.26
Breen & Sullivan Mechanical Services - Duct Work	189.48
Comcast - Internet - 2023.12	279.63
Comcast - Phone - 2023 -12	318.71
Danvers, Town of - Electric - Suite 201	98.18
Danvers, Town of - Electric - Suite 202	155.07
Group Insurance Commission - Health - 10/01/2023-12/31/2023	17,355.26
Harper's Payroll Service - 2023.12.29	91.56
Harper's Payroll Service - 2024.01.12	53.01
Harper's Payroll Service - 2024.01.26	216.56

H.C.O.P.T - Condo Fees - 2024.02	1,746.00
HIQ Computers - #138853 - Power Supply Back Up Battery Replacement	330.00
HIQ Computers - #138907 - Miscellaneous Remote Services from 2023	935.00
HIQ Computers - #138035 - Monthly Replication Services	90.00
Kingsbury Press - 1099-R Envelopes	771.56
Law Office of Michael Sacco - 2023.12	4,110.00
Lydon & Murphy Insurance - APP176350260	7,435.00
MACRS - 2024 Dues	650.00
Massachusetts Municipal Association - Job Posting - Balance	45.00
Quadient, Inc. - Postage	5,010.00
Red Sun Press - Fall/Winter Newsletter Printing and Mailing	6,111.73
Ricoh USA, Inc. - Usage Charge	297.45
Ricoh USA, Inc. - Monthly Lease	283.29
Ricoh USA, Inc. - Ink Invoice #5068754516	128.25
S.J. Services, Inc. - Monthly Office Cleaning	283.00
TASC - Admin Fees	1.00
TAB Products - Member Folders	2,168.75
W.B. Mason - Office Supplies	277.59
Total	50,219.34

Cash Disbursement Warrant CD2024.01a

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2024.01a for a transfer from the PRIT Fund as presented below in the total amount of \$4,000,000.00.

Vendor	Amount
PRIT Cash Fund Transfer to Eastern Bank – January 2024	4,000,000.00
Total	4,000,000.00

Schedule FY2025 COLA Hearing

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To schedule a separate meeting on Monday, April 29, 2024, at 8:30 a.m., in order to conduct a hearing to consider a Cost-of-Living Adjustment of up to 3% for eligible members of the retirement system and that a notice be submitted to the Advisory Council regarding this hearing pursuant to PERAC's recommendation in Memo #6 of 2024.

Powers & Sullivan LLC Agreement Extension

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To authorize the Chair to sign an engagement letter extending the agreement for audit services for the years 2024 and 2025 pursuant to Section 3 of the Agreement for Audit Services between the Essex Regional Retirement Board and Powers & Sullivan LLC, with the annual fee to remain at \$40,000.

Middleton Appropriation Payment

Mr. Kostro reviewed a situation in which the Town of Middleton signed off on a salary survey which had an approximately \$2 million overstatement in their employee salaries. Neither Middleton nor ERRS caught this error until after the FY2025 appropriation letter had been received from PERAC. Middleton's salary survey total for 2023 was recalculated and resubmitted to PERAC with a request to have their appropriation total revised. Mr. Kostro followed up with PERAC again last week, but they have not had a chance to review this information yet. Mr. Kostro noted that this discrepancy was similar to issues in recent years in which units sign off on amounts in the salary survey that are incorrect. He noted that each time there is an error, it is the result of the attempt to estimate the fourth quarter earnings of all forty-seven units. It is Mr. Kostro's understanding that ERRS is the only retirement system that engages in the fourth quarter estimate process. He said this process is extremely burdensome on both the retirement system staff and the staff in the units, and no one likes it or thinks it is useful. Mr. Kostro noted that in recent years this has been discussed with the Advisory Council, which supports dispensing with this process. Since PERAC has not had a chance to review Middleton's appropriation amount prior to this meeting, he suggested the Board could vote accept whatever revised amount PERAC determines. Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; Subject to approval by PERAC, to accept a revised amount for the annual appropriation for the Town of Middleton for Fiscal Year 2025.

Notice of Deposit Correspondence

Mr. Malgeri asked about correspondence in the Board's packet regarding the elimination of the Notices of Deposit. Mr. Kostro said that ERRS has received six inquiries in response to the newsletter that was sent out in November. He suggested that if the Board proceeds with the elimination of the Notices of Deposit, it could be managed much as the implementation of universal direct deposit of benefit payments were handled, where exceptions were made upon request and where necessary.

Therese Fontaine

Mr. Kostro reviewed the situation involving Therese Fontaine, a member from the Town of Wenham. This member left service in Middleton and began work in Wenham. Upon starting her employment in Wenham, the town failed to take retirement deductions from her earnings.

The unit promptly contacted ERRS upon discovery of the error, and the retirement system took steps to see that the member was made whole. ERRS consulted with Counsel, who advised that the proper process to rectify this situation was through the late entry into membership procedures. The member also requested an installment plan via payroll deductions which, in accordance with the direction from PERAC, per the advice of their tax counsel, must be made through contributions classified as post-tax. This information was conveyed to Ms. Fontaine, who has disputed each and every aspect of this process. Ms. Fontaine demanded to be added to the agenda to express her displeasure with the retirement system, but late last week informed ERRS that she would not be attending this meeting and would be paying the amount owed in a lump sum. Mr. Malgeri indicated that there was plenty of blame to go around on this matter, but noted that the member is the assistant assessor, and questioned why she did not notice that retirement contributions were not taken from her pay for nearly a year.

Staffing

Ms. Yaskell asked Mr. Kostro where the retirement system was in hiring. Mr. Kostro provided the Board with a short update on the status of the hiring process and some thoughts he had about options to consider going forward.

Executive Session

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To move to executive session to act on the disability applications of Kim DiOrio-McGonnell and Deann Shaw, and to remain in executive session to review executive session minutes for possible release, to discuss matters related to security, and to discuss strategy with respect to litigation in the matter of Raymond Barnes v. the Essex Regional Retirement System, as an open meeting may have a detrimental effect on the litigating position of the retirement board.

The Board moved to executive session at 9:29 a.m.

Statement of the Chair

The Board will be returning to open session upon the conclusion of the executive session only for the purpose of adjourning the meeting. Please note that any vote taken in executive session authorizing the release of prior executive session minutes will be recorded in the open session minutes of this meeting.

While in executive session, the Board voted as follows:

Deann Shaw ADR Application

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To approve the accidental disability application of Deann Shaw and that this vote be recorded in the open session minutes of this meeting.

Executive Session Minutes

Upon a motion by Tracy A. Blais, seconded by Katherine E. Carleton, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To authorize the release of the following executive session minutes as presented and as redacted where necessary, and as amended, and that this vote be recorded in the open session minutes of this meeting:

1. That portion of the executive session of January 27, 2020, relating to litigation in the matter of Walter Lesiczka v. ERRB CR-17-146;
2. That portion of the executive session of September 28, 2020, relating to litigation in the matter of ERRB and others v. PERAC, Civil Action No. 981CV00602;
3. The executive session minutes of January 25, 2021;
4. That portion of the executive session of March 29, 2021, relating to litigation in the matter of ERRB and others v. PERAC, Civil Action No. 981CV00602, and that portion relating to the disability application of David Ford, as these minutes do not contain a discussion of medical information;
5. That portion of the executive session of April 26, 2021 relating to litigation in the matters of ERRB and others v. PERAC, Civil Action No. 981CV00602, Christina A. Parr v. ERRB DUA EAN#78306900-0, and Arthur Reed v. ERRB CR-20-0124;
6. That portion of the executive session of June 28, 2021 relating to litigation in the matter of Christina A. Parr v. ERRB DUA EAN#78306900-0;
7. The portion of the executive session minutes of July 26, 2021 relating to the disability application of Paul Wise, as these minutes do not contain a discussion of medical information, and Arthur Reed v. ERRB CR-20-0124;
8. That portion of the executive session minutes of October 18, 2021, relating to the disability applications of David Vigneaux and Debra Rogers, as these minutes do not contain a discussion of medical information, litigation in the matter of James Fernandes v. ERRB CR-18-0378, and litigation in the matter of Daniel Soffron v. ERRB CR-20-0433;
9. That portion of the executive session minutes of November 22, 2021, relating to the disability applications of David Vigneaux, and James Young, as these minutes do not contain a discussion of medical information, and litigation in the matter of ERRB and others v. PERAC, Civil Action No. 981CV00602;
10. The executive session minutes of December 20, 2021, relating to the disability application of James Young, as these minutes do not contain a discussion of medical information;
11. That portion of the executive session minutes of January 31, 2022, relating to litigation in the matter of James Fernandes v. ERRB CR-18-0378;
12. That portion of the executive session minutes of May 23, 2022, relating to the disability application of Stephen Lee, as these minutes do not contain a discussion of medical information, litigation in the matter of Elizabeth Sciandra v. ERRB CR-22-0128, litigation in the matter of James Fernandes v. ERRB CR-18-0378, and litigation in the matter of ERRB and others v. PERAC, Civil Action No. 981CV00602;

13. That portion of the executive session minutes of July 25, 2022, relating to litigation in the matter of Kim DiOrio-McGonnell v. ERRB, CR-17-781;
14. That portion of the executive session minutes January 30, 2023, relating to the disability application of Eric Ryan, as these minutes do not contain a discussion of medical information;
15. That portion of the executive session minutes of March 27, 2023, relating to the disability applications of Deann Shaw, Robert Marino, and Brian Murphy, as these minutes do not contain a discussion of medical information;
16. That portion of the executive session minutes May 22, 2023, relating to the disability application of Daniel Cena, and litigation in the matter of Daniel Soffron v. ERRB CR-20-0433;
17. The executive session minutes of June 26, 2023, as these minutes do not contain a discussion of medical information;
18. That portion of the executive session minutes of July 24, 2023, relating to the disability application of Kim DiOrio-McGonnell, as these minutes do not contain a discussion of medical information;
19. That portion of the executive session minutes of October 30, 2023, relating to the disability application of Kim DiOrio-McGonnell, as these minutes do not contain a discussion of medical information; the discussion of a possible criminal matter as this matter has concluded, and the discussion relating to opening negotiations to increase the salary of the Executive Director, as the Board determined not to open such negotiations.

The Board was in executive session 9:29 a.m. – 10:01 a.m.

Motion to Adjourn

Upon a motion by Katherine E. Carleton, seconded by Tracy A. Blais, the Board voted as follows; Ms. Blais, Yes; Ms. Carleton, Yes; Mr. Malgeri, Yes; and Ms. Yaskell, Yes; To adjourn the meeting.

The meeting was adjourned at 10:01 a.m.



Tracy A. Blais



Katherine E. Carleton



Vincent R. Malgeri



Susan J. Yaskell

The following materials were provided to the Board for items acted upon in the open and executive session of the meeting:

Meeting Minutes
Ascent Venture Partners – Fund V Presentation
New Enrollments
Retirement Benefit Calculations
Award of Creditable Service Letters
Liability Letters
Refund, Retiree Payroll, Employee Payroll and Cash Disbursement Warrants
PERAC Memo #6 of 2024
Audit Services Agreement and memo recommending extension
Documents and Correspondence relating to the FY2025 appropriation for the Town of Middleton
Documents and Correspondence relating to Therese Fontaine
Notice of an executive session
Executive session meeting minutes from 2020 to 2023 and Open Meeting Law correspondence
Insurance documentation
Memorandum of Law in the matter of Barnes v. ERRB CR-21-0469

In addition to the materials provided to the Board for items acted upon at the meeting, the following documents were also provided:

Access Fee Schedule – 2024
Agenda Posting Checklist
Eastern Bank Cash Management Agreement - Signed.2024
ERRS Annual Calendar 2024
Executive Director's Schedule
Fiduciary Insurance Renewal Application - 2024-2025
Financial Reports - Adjustments - September 2023
Financial Reports - Disbursements - September 2023
Financial Reports - General Ledger - September 2023
Financial Reports - Monthly Bank Reconciliation - August 2023
Financial Reports - Monthly Bank Reconciliation - September 2023
Financial Reports – Monthly Cash Flow – January 2024
Financial Reports - Monthly Expenditure Report - November 2023
Financial Reports - PRIM Performance Report - Essex - December 2023
Financial Reports - PRIT Performance Summary - December 2023
Financial Reports - PRIM Performance Report - Essex - November 2023
Financial Reports - PRIT Performance Summary - November 2023
Financial Reports - Receipts - September 2023
Financial Reports - Trial Balance - September 2023
NOD Correspondence - Beevers, Patricia
NOD Correspondence – Quigley, John
Office of the Inspector General - Advisory
PERAC MEMO #30 2023 - Q1 2024 Board Member Training
PERAC Pension News

PRIM Audit and Administration Committee Agenda - February 1, 2024

PRIM Investment Committee Agenda - January 30, 2024

Staff Email

VanLenten, Geraldine - Service Purchase Denial Letter and DALA Appeal Rights