

ESSEX REGIONAL RETIREMENT BOARD
January 28, 2019

At the regular meeting of the Essex Regional Retirement Board held on Monday, January 28, 2019, at 491 Maple Street, Suite 201 at 8:30 a.m. the following Board members were present for all or some of the meeting: Alan J. Benson, Vincent R. Malgeri, H. Joseph Maney (via teleconference), Kevin A. Merz and Susan J. Yaskell.

Also in attendance for all or some of the meeting were:

Charles Kostro, ERRS Executive Director

Michael Sacco, ERRS Counsel

Lisa Vandermark, Segal Company

Board Vice Chair Susan J. Yaskell called the meeting to order at 8:30 a.m.

Ms. Yaskell stated that 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 this meeting is being recorded. Ms. Yaskell further stated that pursuant to 940 CMR 29.10, the Chair is advising the meeting that Joseph Maney will be participating in this meeting remotely as permitted under Section (5) as geographic distance makes his attendance unreasonably difficult. I would also note for the record that a quorum of the Board is present at the meeting as required and that Mr. Maney is participating via telephone and that he is clearly audible to everyone present. In Mr. Maney's absence, I will be chairing this meeting as required by the Remote Participation Regulation. Finally, I want to remind the Board and those in attendance that all votes at a meeting in which a member participates remotely shall be by roll call.

The Board said the pledge of allegiance.

Approval of Board Minutes

Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the minutes of the regular session of the meeting of December 17, 2018.

Public Comment Period

There were no public comments.

New Enrollments

Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; That the following named employees be enrolled in the Essex Regional Retirement System, a list of nine names beginning with Wayne S. Amaral and ending with Kerri Ann Wheeler.

<u>Name</u>	<u>Unit Name</u>	<u>Department</u>	<u>Date</u>	<u>Group</u>
Amaral, Wayne S	West Newbury	DPW	11/26/2018	1
Coperine, Kristina E	Georgetown	School	11/9/2018	1
Gosselin, Shelly	Hamilton	Treasurer/Collector	12/10/2018	1
Hines, Christine L	North Andover	School	11/26/2018	1
Johnson, Nicole F	Ipswich	School	10/22/2018	1
Sutter, Evangeline	Ipswich	Human Resources	11/13/2018	1
Valley, Jeffery	Rowley	Electric	10/29/2018	4
Walsh, Matthew	West Newbury	Dispatcher	11/03/2018	1
Wheeler, Kerri Ann	Georgetown	Water Department	11/13/2018	1

New Retirements

Upon a motion by Alan J. Benson, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; That the following six members of the Essex Regional Retirement System be awarded superannuation retirement benefits calculated as follows:

1. Kenneth H. Burnham, Superintendent, Lynnfield Center Water District, Group 1
Effective Retirement Date: January 2, 2019
Monthly Retirement Allowance: \$8,406.68
Annual Retirement Allowance: \$100,880.16
2. Gary R. Chapman, Firefighter, Town of Ipswich, Group 4
Effective Retirement Date: December 3, 2018
Monthly Retirement Allowance: \$4,576.56
Annual Retirement Allowance: \$54,918.72
3. Pamela B. Cianci, Administrative Assistant, Masconomet Regional School District, Group 1
Effective Retirement Date: December 21, 2018
Monthly Retirement Allowance: \$1,357.11
Annual Retirement Allowance: \$16,285.32
4. Jennifer W. Drake, Speech/Language Assistant, Hamilton-Wenham Regional School District, Group 1
Effective Retirement Date: November 30, 2018
Monthly Retirement Allowance: \$759.75
Annual Retirement Allowance: \$9,117.00
5. Heidi M. Gigandet, Teacher Aide, Masconomet Regional School District, Group 1
Effective Retirement Date: January 17, 2019
Monthly Retirement Allowance: \$321.57
Annual Retirement Allowance: \$3,858.84

6. Elaine M. Spiro, Council on Aging Secretary, Town of Boxford, Group 1
Effective Retirement Date: December 19, 2018
Monthly Retirement Allowance: \$742.50
Annual Retirement Allowance: \$8,910.00

Creditable Service Awards

Upon a motion by Alan J. Benson, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; That the retirement system staff has verified that the required payments having been received, that the following twelve members of the Essex Regional Retirement System be awarded creditable service as follows:

1. Patrick F. Beirne shall be awarded two years and four months of creditable service at no cost for reserve police service rendered from March 26, 1994 to August 11, 1996 with the Town of North Andover.
2. Michael Davis shall be awarded one year and ten months of creditable service at no cost for reserve police service rendered from June 7, 1999 to April 15, 2001 with the Town of North Andover.
3. Andrea M. Ebinger shall be granted late entry into membership and her enrollment date shall be changed to December 3, 2007, when she originally qualified for membership but did not have retirement deductions taken from her qualified earnings, and further, shall be awarded five months of creditable service for the purchase of prior non-membership rendered from November 18, 2002 to November 30, 2007, all service having been rendered with the Town of Ipswich.
4. Todd Fitzgerald shall be awarded one year and five months of creditable service at no cost for reserve police service rendered from February 1, 1992 to July 21, 1993 with the Town of Manchester.
5. Robert Hillner shall be awarded one year of creditable service at no cost for reserve police service rendered from March 13, 1989 to April 10, 1990 with the Town of North Andover.
6. Christopher M. Locke shall be awarded one year and ten months of creditable service at no cost for reserve police service rendered from May 5, 2007 to March 6, 2009 with the Town of Manchester.
7. Pamela O'Neill shall be awarded one year and four months of creditable service for the purchase of her prior refunded service with the Massachusetts Department of Children and Families.

8. Richard E. Ripley shall be awarded three years and eleven months of creditable service at no cost for call firefighter service rendered from January 26, 2010 to December 31, 2013 with the Town of Lynnfield.
9. Eugene H. Salois shall be awarded two years and four months of creditable service at no cost for reserve police service rendered from March 26, 1994 to August 11, 1996 with the Town of North Andover.
10. Steven Sforza shall be awarded four years and two months of creditable service at no cost for reserve police service rendered from July 21, 1995 to September 27, 1999 with the Town of Salisbury.
11. Jay S. Staude shall be awarded five years and one month of creditable service for the purchase via an installment plan of reserve police service rendered from May 11, 1994 to March 25, 2001 with the Town of North Andover.
12. Carolyn Umbach shall be awarded seven months of creditable service for prior non-membership service rendered from March 20, 2013 to June 29, 2014 with the Lynnfield Water District.

Approval of Installment Plan

Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve an installment plan as described below for the following member:

1. Robert A. Slepoy for the purchase of prior refunded service which shall be paid in full on or before February 14, 2022 in accordance with the terms and conditions as presented.

Liability Requests

Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To take the following action on requests for acceptance of liability received by the retirement system:

To deny liability as requested by the Newburyport Retirement Board on behalf of Jason A. Kohan for service rendered from January 1, 1999 to June 3, 2000 as this individual was not a member of the retirement system during this period, did not remit contributions, and was not wrongfully excluded from membership.

Refund Warrant – January 2019

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve refund warrant RT2019.01 for January 2019, to refund the total amounts listed below for two members beginning with Thomas J. Ash and ending with Kenneth H. Burnham, in the total net amount of \$378.25.

Name	Type	Board or Institution
Ash, Thomas J.	Erroneous Deductions	
Burnham, Kenneth H.	Erroneous Deductions	

December Retirees Payroll

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the retirement allowances for the month of December in the actual amount of \$3,882,515.16.

January Retirees Payroll

Upon a motion by Kevin A. Merz, seconded by Alan J. Benson, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the retirement allowances for the month of January in the estimated amount of \$3,885,000.00.

ERRS Payroll

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the payment of the ERRS employee payrolls for December 21, 2018, in the amount of \$18,368.03, for January 4, 2019 in the amount of \$16,493.02, and for January 18, 2019 in the amount of \$18,707.92.

Cash Disbursement Warrant CD2018.12b

Upon a motion by Alan J. Benson, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2018.12b for December 2018 as presented in the total amount of \$1,668.94.

Vendor	Amount
Access - 2018.12	358.59
Comcast.2019.01	359.38
Group Insurance Commission - Administrative Fees	147.00

Harpers Payroll Service - 2018.12.19	81.95
HIQ Computers - Invoice #120250 - Security Software Renewal	200.00
Ricoh USA, Inc. - 2018.12	288.69
S.J. Services, Inc. - Office Cleaning - 2018.12	233.33
Total	1,668.94

Cash Disbursement Warrant CD2018.12c

Upon a motion by Alan J. Benson, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2018.12c for December 2018 for the wire transfer from the PRIT Fund to Eastern Bank as presented in the total amount of \$3,000,000.00.

Vendor	Amount
PRIM - Transfer to Eastern Bank	3,000,000.00
Total	3,000,000.00

Cash Disbursement Warrant CD2019.01

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2019.01 for January 2019 as presented in the total amount of \$9,044.07.

Vendor	Amount
ASI Flex - Administrative Fee	5.00
Access - 2019.01	358.59
Comcast - 2019.02	397.71
Town of Danvers, Danvers Electric - #201 - Monthly Fee	108.53
Town of Danvers, Danvers Electric - #202 - Monthly Fee	142.29
Harpers Payroll Services - 2019.01.04	68.40
Harpers Payroll Services - 2019.01.18	129.95
H.C.O.P.T. - Condo Fee - 2019.01	1,511.00
HIQ Computers - Monthly Replication Services	90.00
Law Office of Michael Sacco - Monthly Bill	619.00
MACRS 2019 Dues	600.00
Massachusetts Municipal Association - Website Job Posting Fee	150.00
NeoFunds by NeoPost - Postage	2,000.00
Red Sun Press - Retiree Mailing	1,393.78
Ricoh USA, Inc. - 2019.01	288.69

S.J. Services, Inc. - Office Cleaning - 2019.01	241.67
Spectra Associates, Inc. - Minutes Books	408.50
W.B. Mason Company, Inc. - Office Supplies	20.96
Red Sun Press - Envelopes	510.00
Total	9,044.07

2019 COLA Hearing

Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To schedule a hearing to consider a Cost-of-Living Adjustment of up to 3% for eligible members of the retirement system for Monday, March 25, 2019, at 8:30 a.m. and that the Advisory Council be provided at least thirty days' notice of such hearing pursuant to Massachusetts General Law Chapter 32, Section 103(i).

Employee Handbook

Upon a motion by Vincent R. Malgeri, seconded by Alan J. Benson, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the revised employee handbook as presented.

Interview Committee for Member Services Analyst

Upon a motion by Alan J. Benson, seconded by Kevin A. Merz, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To appoint Board members Vincent R. Malgeri and Susan J. Yaskell to assist the Executive Director with interviewing candidates for the position of Member Services Analyst.

Updated Policy and Procedures Booklet

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the updated Policy and Procedures Booklet dated January 2019 as presented.

Supplemental Regulation Book

Mr. Kostro described the draft supplemental regulation booklet. He said that the purpose of this book is to put directly in the hands of all members the rules of the retirement system that may affect a member's future benefit. Included with each regulation is a description of how the regulation is applied. Mr. Malgeri said the supplemental regulation book was excellent and asked if the plan was for a mass mailing to members. Mr. Kostro said yes, he hoped to mail it to all members directly. Mr. Kostro said he felt it is important to get this information to members well before retirement so that they could plan with full knowledge

of the rules that affect their benefits. Mr. Malgeri suggested that an effort be made to make sure that new members also received this book. Mr. Merz asked what the cost would be for mailing this book? Mr. Kostro replied that he would get a quote from the vendor before mailing the book. Ms. Yaskell said that she thought it was worth the cost to let members know about this information and said it was a good idea. Mr. Merz said he thought that it would just turn into junk mail and that it would be better to have it given out by the town or district. Mr. Merz said that these should be put in bundles and Mr. Kostro could drive around and deliver it to the units because if it is mailed it will just get tossed into the trash. He suggested that it could be labeled to each member and Mr. Kostro could also leave additional blank ones for distribution by the units. Ms. Yaskell said she disagreed and that when she receives something from Essex Regional, she makes a point to read it. She felt this is something that members would hold onto and will put it with their retirement documents. Ms. Yaskell was in favor of mailing it. Upon a motion by Vincent R. Malgeri, seconded by Alan J. Benson, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the Supplemental Regulation Booklet as presented subject to review by ERRS Counsel, and to distribute this booklet to all active members of the retirement system in a manner to be determined at the discretion of the Executive Director.

2019 Investment Manager Meeting Schedule

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To approve the following schedule of annual meetings with Fund Managers for 2019:

Ascent Venture Partners – April 29, 2019

Pension Reserves Investment Management (PRIM) Board – June 24, 2019

BlackRock – July 29, 2019

Levine Leichtman – August 26, 2019

Cleaning Contract Extension

Upon a motion by Vincent R. Malgeri, seconded by Alan J. Benson, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To extend the agreement for cleaning services with Star Integrated and Janitorial Services to December 31, 2019 at an annual cost of \$2,900.00 pursuant to Section 3 of the Agreement entered into on December 29, 2016.

Mass Retirees

Mr. Kostro reviewed the request for retiree information made by Mass Retirees. He asked the Board if there was any objection to providing the information requested. Ms. Yaskell said that she had no problem providing this information. Mr. Benson said he will vote no as they are a political action committee and they do not follow the rules of a political action committee. Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board

voted by roll call as follows; Mr. Benson, No; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, Yes; To provide the information requested by Mass Retirees.

Revised Funding Schedule

Lisa Vandermark of Segal Company presented the revised funding schedule requested by the Board. Ms. Vandermark said that the revised funding schedule ignores the ERI when applying the 7.41% annual increase in the early years. She compared the revised funding schedule with the current funding schedule and advised that as a result of eliminating the ERI, payments in the funding schedule in the earlier years are less. The total Unfunded Accrued Liability (UAL) in the revised funding schedule in the early years is no different than the current schedule, according to Ms. VanDermark. She pointed out, however, that because some of the payments in the early years are less, the UAL is paid off slightly less fast than under the current funding schedule. Ms. Vandermark pointed to an analysis that the Executive Director completed which showed that because of the reduced payments in the early years of the revised funding schedule, the total appropriation payments through to the full funding date in Fiscal Year 2036 will be approximately \$1.4 million more than the previously approved funding schedule. She said that the UAL doesn't change, but much like a mortgage, you are paying less principal upfront resulting in greater interest payments and a higher overall cost. Mr. Merz noted that he did not want the ERI's to be a factor in the 7.41% increase and that this revised funding schedule accomplishes that. Mr. Malgeri asked if the revised funding schedule adds one more year of 7.41% increases for the units? Ms. Vandermark explained that it does and reviewed the whole funding schedule and its impact. Mr. Malgeri asked Mr. Benson about his comment at the last meeting that he did not have an issue in Boxford with the 7.41% increase and if that was still the case. Mr. Benson indicated that when the original vote was taken, he did not realize the three years of 7.41% increases included the ERI. He did not know why that was not realized. Mr. Benson said that the 7.41% increase in the next fiscal year wasn't an issue for Boxford because they didn't hire people and didn't give out as high of pay raises as other communities. But he noted that he does support this change. Mr. Malgeri asked Mr. Kostro if the issue raised by North Andover was related to the ERI. Mr. Kostro said it was not the same issue, but a different one. However, Mr. Kostro said that in every communication with a community he noted the potential for the Board to approve a revised funding schedule so no one will be surprised. Mr. Merz noted that Mr. Kostro wrote a great response to North Andover that covered all facets of the appropriation payment, but he also said that unless you are at this level people really don't understand the ERI component. Mr. Kostro said that he does a comparison each year for the appropriation letter and the salary survey so he can answer units' questions about their increases. He said that this comparison always shows what Mr. Benson just indicated, that a large increase in the appropriation for a unit always directly correlates with whether that unit had a big increase in salaries in the prior year or not. Ms. Yaskell asked if it is the bigger units that will be affected by this change in the funding schedule. Mr. Kostro said that if the revised schedule is approved, all of the units will see a lower payment in the upcoming fiscal year because their salary survey totals do not change so their share of the appropriation will not change. He said that is why he asked Segal Company to look at his analysis on the increased cost of the revised funding schedule because he wanted to be able to answer the question about whether lowering costs in this

and the next fiscal year will result in increased costs at some later date and he wanted to know that number. Mr. Kostro also said that the revised funding schedule, if approved by the Board, still needs to go to PERAC for approval. Mr. Kostro said that if this change is made, people are going to have no idea why the Board would choose to change the funding schedule at this point and you are adding \$1.4 million to the taxpayer's total cost of the retirement system. Mr. Benson said that the answer to that question is that we could really lower the cost if we went to 36% increases in the earlier years. Mr. Kostro countered that he thought it was important to do your due diligence on the affects of this change before it was done. He also pointed to the PRIM fund report for 2018 showing \$10 million in investment losses. Mr. Kostro noted that if you need to address investment losses in the next funding schedule you may need to add more years of 7.41% increases. Mr. Benson said that the asset smoothing minimizes the asset losses. Ms. Vandermark said that there are deferred investment gains resulting from the asset smoothing used in the current schedule that will carryover, but that to Mr. Kostro's point, if you have anything less than 7.5% in investment gains you will be suffering an investment loss. Ms. Yaskell asked Mr. Kostro if he had received any calls from the units about problems with the current appropriation amounts. Mr. Kostro replied that he has only received a few inquiries that are the typical questions he gets each year about how the amounts were calculated or why a particular unit had an increase, but no specific complaint about how this current appropriation letter was calculated. Ms. Yaskell said that she was in favor of keeping the original schedule. She noted that only a couple of units had dramatic increases and those were due to increases in their salaries. Mr. Merz said that he is in favor of the new schedule as it is not what he wanted to vote for when he originally supported the current funding schedule, as he was not aware that the ERI's were a factor. Ms. Yaskell noted that Powers & Sullivan showed that Ipswich's appropriation went up because their salaries increased in 2018 by 5.71%. She noted that this was compared to the 3.4% overall increase in all the other communities. Ms. Yaskell asked if it was really fair to add a million dollars on to all of the other units to ease the increase on Ipswich for one year? She questioned if it wouldn't be more prudent to keep the current funding schedule. Mr. Merz said that we could increase everyone by 9% and do that for three years and save the system \$7 million but that is not where the Board plans to go. Mr. Benson said he remembers the first ERI and that it was not going to be part of the bucket and that it is a surprise that it is in the overall appropriation. Upon a motion by Kevin R. Merz, seconded by Alan J. Benson, the Board voted by roll call as follows; Mr. Benson, Yes; Mr. Maney, Yes; Mr. Malgeri, Yes; Mr. Merz, Yes; Ms. Yaskell, No; That we change our funding schedule to the new funding schedule as shown and that we submit that to PERAC.

Executive Session

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call; Mr. Benson, Yes; Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; and Ms. Yaskell, Yes; To move to executive session to discuss strategy with respect to litigation in the matter of John Swallow, and, further, to review prior executive session minutes from 2017 and 2018 for potential public release.

The Board entered executive session at 9:17 a.m.

The Board returned from executive session at 9:55 a.m.

While in executive session, the Board voted as follows:

Upon a motion by Vincent R. Malgeri, seconded by Kevin A. Merz, the Board voted by roll call: Alan J. Benson, Abstain; Vincent R. Malgeri, Yes; H. Joseph Maney, Yes; Kevin A. Merz, Yes; and Susan J. Yaskell, Yes; To reconsider the decision of the Board regarding the moral turpitude of John Swallow decided on December 30th of 2013.

Upon a motion by Vincent R. Malgeri, seconded by H. Joseph Maney, the Board voted by roll call: Alan J. Benson, Yes; Vincent R. Malgeri, Yes; H. Joseph Maney, Yes; Kevin A. Merz, Yes; and Susan J. Yaskell, Yes; That John Swallow's activities did not constitute moral turpitude in determining his termination of his pension.

Upon a motion by Vincent R. Malgeri, seconded by H. Joseph Maney, the Board voted by roll call: Alan J. Benson, Yes; Vincent R. Malgeri, Yes; H. Joseph Maney, Yes; Kevin A. Merz, Yes; and Susan J. Yaskell, Yes; That ERRS contact Mr. Swallow to request that he withdraw the his appeal presently pending at DALA and to take all necessary steps to implement the SJC decision to pay John Swallow a full pension with interest.

Upon a motion by Vincent R. Malgeri, seconded by Alan J. Benson, the Board voted by roll call: Alan J. Benson, Yes; Vincent R. Malgeri, Yes; H. Joseph Maney, Yes; Kevin A. Merz, Yes; and Susan J. Yaskell, Yes; To submit to ERRS Counsel for review and for possible release to the public the following executive session minutes:

1. That portion of the executive session minutes of January 23, 2017 that pertain to litigation in the matter of Frances Cooper.
2. That portion of the executive session minutes of April 24, 2017 that pertain to litigation in the matter of Debra Webster.
3. That portion of the executive session minutes of November 27, 2017 that pertain to litigation in the matters of Timothy Leonard, John Clement, and Frances Cooper.
4. That portion of the executive session minutes of May 29, 2018 that pertain to litigation in the matter of David Lynn.
5. That portion of the executive session minutes of May 29, 2018 that pertain to litigation in the matter of Jeffrey French.
6. That portion of the executive session minutes of May 29, 2018 that pertain to litigation in the matter of John Clement.
7. That portion of the executive session minutes of August 27, 2018 that pertain to litigation in the Timothy Leonard matter.

Motion to Adjourn

Upon a motion by Susan J. Yaskell, seconded by Vincent R. Malgeri, the Board voted 5-0; To adjourn the meeting.

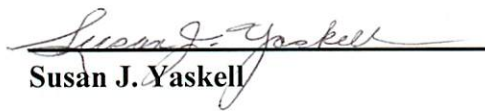
The meeting was adjourned at 9:55 a.m.


Alan J. Benson


Vincent R. Malgeri


H. Joseph Maney


Kevin A. Merz


Susan J. Yaskell

The following materials were provided to the Board for items acted upon at the meeting:

- Agenda
- Board Minutes
- Annual COLA Information
- New Retirement Calculations
- Service Purchase Award Letters
- Monthly Warrants
- Copy of Massachusetts General Law Chapter 32, Section 103(i)
- Employee Handbook
- Member Services Analyst – Description of Position
- Updated Policy and Procedures Booklet
- Supplemental Regulation Book
- Investment Manager Meeting Schedule

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

- Agenda Posting Checklist
- BlackRock Diversified PEP Fund IV - Distribution Notice Dated January 17, 2019
- Boston Millennia Partners II Distribution Notice dated January 10, 2019
- Cash Flow 2018 Q4
- Converting an Ordinary Retirement Benefit Response - James Harris
- Current Active Vendors List
- Ethics Commission – Executive Director and Receipt of Longevity Pay
- Executive Director's Schedule
- Levine Leichtman Fund IV Distribution Letter dated December 28, 2018
- Monthly Bank Reconciliations – December 2018
- Monthly Bank Reconciliations – November 2018
- Monthly Bank Reconciliations – October 2018
- Monthly Bank Reconciliations – September 2018
- PERAC Memo #2-2019 – Board Member Training
- PRIM CAFR Annual Report FY2018
- PRIT Fund Monthly Performance Report - December 2018
- PRIT Fund Monthly Performance Report - November 2018
- PRIT Fund Performance Update
- Repayment Plan Letter - David A. Ford
- Repayment Plan Letter - James F. Harris