

ESSEX REGIONAL RETIREMENT BOARD
REGULAR SESSION
February 22, 2021

At the regular meeting of the Essex Regional Retirement Board held on Monday, February 22, 2021, which meeting was held remotely at 8:30 a.m., the following Board members were present for all or some of the meeting: Vincent R. Malgeri, H. Joseph Maney, Kevin A. Merz, Andrew J. Sheehan and Susan J. Yaskell

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

Charles Kostro, ERRS Executive Director
Chris Collins, ERRS Counsel
Paul Wise, ERRS Member from Topsfield
Michael Kantrovitz, Attorney for Mr. Wise

Mr. Maney called the meeting to order at 8:30 a.m.

Statement

Mr. Maney 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 Charles Kostro is recording this meeting. If anyone else who has joined this meeting is recording the meeting, please identify yourself at this time. Pursuant to the order of the Governor issued on March 10, 2020 suspending certain requirements of the Open Meeting Law, this meeting is being conducted via remote participation in accordance with the provisions of the executive order which states that a quorum of the Board need not be physically present. All members of the Board will be participating in this meeting remotely. In accordance with the provisions of the Open Meeting Law relative to the remote participation of Board members, all votes shall be by roll call.

Approval of Board Minutes

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes, and Ms. Yaskell, Yes; To approve the minutes of the regular and executive session of the meeting of January 25, 2021.

Public Comment Period

There were no public comments.

New Enrollments

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms.

Yaskell, Yes; That the following named employees be enrolled in the Essex Regional Retirement System, a list of twenty-six names beginning with Taylor S. Andrews and ending with Nicholas Waszczuk.

Name	Unit	Title/Position	Enrollment Date	Group
Andrews, Taylor S	North Andover	Inspector Services	11/09/2020	1
Bartlett, Lauren A	Georgetown	School	11/30/2020	1
Brown, Sandra	Rockport	Transportation	12/02/2019	1
Dalton, Jeffrey J	Groveland	Fire	01/01/2021	4
DiFranco, Christine	Middleton	DPW	12/13/2020	1
Evans, David	Groveland	Fire	01/01/2021	4
Howard, William C	Merrimac	Fire	1/12/2021	4
Hughes, Courtney	Lynnfield	School	9/28/2020	1
Kramer, Nicole	Salisbury	Library	1/19/2021	1
Kuhn, Christian	West Newbury	Assessor	12/29/2020	1
Leon, Juan R	Lynnfield	DPW	4/22/2019	1
Levesque, Nicholas	West Newbury	Dispatcher	12/14/2020	1
MacGillivray, Nancy	Hamilton-Wenham	School	01/04/2021	1
McDougall, Courtney	Manchester-Essex	School	1/08/2021	1
Menchini, Ian A	Manchester/Essex	School	1/19/2021	1
Morel, Milton A	North Andover	School	12/14/2020	1
Nelson, Alyssa L	North Andover	School	10/05/2020	1
Nelson, Kyle A	Rockport	School	09/01/2020	1
Perez, Jasmine	Manchester/Essex	School	1/04/2021	1
Pimentel, Ana K	North Andover	School	12/02/2020	1
Ramsden, Kelly	Rockport	School	10/13/2020	1
Ricardelli, Joanne	Merrimac	Fire	1/12/2021	4
Rogers, Ellsworth	Georgetown	School	11/16/2020	1
Sossei, John	Middleton	Fire	12/7/2020	4
Soucy, Amanda M	Triton	School	11/09/2020	1
Spangler, Karen	Newbury	Council of Aging	12/21/2020	1
Terrero, Emmanuel	West Newbury	Police	12/15/2020	1
Waszczuk, Nicholas	North Andover	Police	11/16/2020	4

New Retirements

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

1. William P. Aspesi, Highway Foreman, Town of Rockport - Group 1

Effective Retirement Date: December 31, 2020
Monthly Retirement Allowance: \$3,253.92
Annual Retirement Allowance: \$39,047.04

2. Jane Bellenis, Language Arts Teaching Assistant, Hamilton-Wenham RSD - Group 1
Effective Retirement Date: December 22, 2020
Monthly Retirement Allowance: \$1,032.50
Annual Retirement Allowance: \$12,390.00
3. Daniel J. Concessi, Engineer, Town of North Andover - Group 1
Effective Retirement Date: January 22, 2021
Monthly Retirement Allowance: \$1,998.57
Annual Retirement Allowance: \$23,982.84
4. Lee A. DeBoisbriand, Human Resources/Payroll Coordinator, Triton Regional School District - Group 1
Effective Retirement Date: December 31, 2020
Monthly Retirement Allowance: \$3,744.89
Annual Retirement Allowance: \$44,938.68
5. Lorene DiPesa, Paraprofessional, Pentucket Regional School District - Group 1
Effective Retirement Date: February 6, 2021
Monthly Retirement Allowance: \$950.28
Annual Retirement Allowance: \$11,403.36
6. Geralyn P. Falco, Conservation Agent, Town of Rockport - Group 1
Effective Retirement Date: January 15, 2021
Monthly Retirement Allowance: \$1,782.81
Annual Retirement Allowance: \$21,393.72
7. Leslie P. Godin, Building Inspector, Town of Georgetown - Group 1
Effective Retirement Date: January 1, 2021
Monthly Retirement Allowance: \$2,200.31
Annual Retirement Allowance: \$26,403.72
8. **ADJUSTED** – Janet L. Grover, Triton Regional School District, Instructional Assistant, Group 1
Effective Retirement Date: March 31, 2020
Monthly Retirement Allowance: \$552.61
Annual Retirement Allowance: \$6,631.32
9. Cathy A. Hornig, Librarian, Town of Merrimac - Group 1
Effective Retirement Date: January 17, 2021
Monthly Retirement Allowance: \$1,432.62
Annual Retirement Allowance: \$17,191.44

10. James R. Hurst, Police Sergeant, Town of Rockport - Group 4
Effective Retirement Date: January 9, 2021
Monthly Retirement Allowance: \$5,736.45
Annual Retirement Allowance: \$68,837.40
11. Carol L. Kilroy, Traffic Supervisor/Matron, Town of Lynnfield- Group 1
Effective Retirement Date: December 31, 2020
Monthly Retirement Allowance: \$992.39
Annual Retirement Allowance: \$11,908.68
12. Kurt Riese, Instructional Assistant, Triton Regional School District - Group 1
Effective Retirement Date: December 31, 2020
Monthly Retirement Allowance: \$1,274.14
Annual Retirement Allowance: \$15,289.68
13. Diana G. Salvo, Kitchen Manager, Town of North Andover - Group 1
Effective Retirement Date: December 23, 2020
Monthly Retirement Allowance: \$821.91
Annual Retirement Allowance: \$9,862.92
14. Scott Saunders, Electric Light Lineman, Town of Merrimac - Group 4
Effective Retirement Date: December 27, 2020
Monthly Retirement Allowance: \$3,830.19
Annual Retirement Allowance: \$45,962.28
15. Susan R. Yeames, Treasurer/Collector, Town of West Newbury - Group 1
Effective Retirement Date: December 31, 2020
Monthly Retirement Allowance: \$2,415.91
Annual Retirement Allowance: \$28,990.92

Section 12(2)(D) Survivor Benefit

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; That the retirement system staff has verified that the necessary documentation has been received and that the following survivor be awarded a Section 12(2)(d) benefit calculated as follows:

1. Erin Wetson surviving spouse of Michael P. Wetson, Police Officer, Town of Hamilton, Group 4
Effective Date of Allowance: November 2, 2020
Monthly Retirement Allowance: \$3,559.32
Annual Retirement Allowance: \$42,711.84

Creditable Service Awards

Upon a motion by Susan J. Yaskell, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, 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 follows:

1. Michael Hennessy shall be awarded four years of creditable service for the purchase of military service rendered from February 11, 2008 to February 10, 2012 with the United States Marine Corps.
2. James R. Hurst shall be awarded three years and eight months of creditable service for the purchase of reserve police service rendered from June 1, 1989 to February 15, 1993 with the Town of Rockport.
3. Stephen B. Kavanagh shall be awarded ten years and seven months of creditable service for the purchase of call firefighter service from January 1, 1998 to September 1, 2017, and nine months of creditable service for prior non-membership service from September 12, 2017 to June 30, 2018, all service having been rendered with the Town of Wenham.
4. Andrea M. Marotta shall be granted late entry into membership and her enrollment date changed to September 7, 2018, as she was eligible for membership as of this date and should have been enrolled in the retirement system.
5. Steven O'Connell shall be awarded four years of creditable service for the purchase of military service rendered from January 18, 2005 to January 17, 2009 with the United States Marine Corps.

Refund Warrant – February 2021

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the refund warrant for February 2021, to refund, rollover, or transfer the accounts of the individuals listed below, a list of ten members beginning with William P. Aspesi and ending with Diane M. Wojcik, in the total net amount of \$36,996.73.

Name	Type	Board or Institution
Aspesi, William P.	Withdrawal	
Bellenis, Jane L.	Withdrawal	
Concessi, Daniel J.	Withdrawal	

DeMario, Meagan L.	Withdrawal	
Kilroy, Carol L.	Withdrawal	
Moore, Cathy O.	Rollover	Merrill Lynch
Richard, Jane M.	Rollover	Fidelity Management Trust
Rowe, James J.	Withdrawal	
Veno, Jonathan M.	Withdrawal	
Wojcik, Diane M.	Withdrawal	

January Retirees Payroll

Upon a motion by Kevin A. Merz, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the retirement allowances for the month of January 2021 in the actual amount of \$4,242,805.53.

February Retirees Payroll

Upon a motion by Kevin A. Merz, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the retirement allowances for the month of February 2021 in the estimated amount of \$4,250,000.00.

ERRS Payroll

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the payment of the ERRS employee payrolls for January 29, 2021, in the amount of \$21,410.92, and for February 12, 2021 in the amount of \$18,273.46.

Cash Disbursement Warrant CD2021.02

Upon a motion by Susan J. Yaskell, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2021.02 for February 2021 as presented in the total amount of \$11,822.99.

Vendor	Amount (\$)
Access - Records Storage - Monthly Fee	493.28
Benefit Strategies - Monthly Administrative Fee	1.00
Comcast - Monthly Fee - Old Bill	294.63
Comcast - Monthly Fee - New Bill	304.44
Town of Danvers, Danvers Electric - #201 - Monthly Fee	93.57

Town of Danvers, Danvers Electric - #202 - Monthly Fee	150.39
Harper's Payroll Service - 2021.01.29	139.35
Harper's Payroll Service - 2021.02.12	45.30
HCOPT - Condo Fees - 2021.03	1,511.00
HIQ Computers - #127544 - iPad Transfer and Email Issues	385.00
HIQ Computers - #127561 - Two New Monitors	330.00
HIQ Computers - Monthly Replication Services	90.00
Law Offices of Michael Sacco - 2021.01	2,710.00
Quadient , Inc. - Part Replacement	20.00
Quadient Finance, USA, Inc. - Postage	4,000.00
Ricoh - Monthly Fee	244.57
S.J. Services, Inc. - Office Cleaning - Monthly Fee	283.33
Kostro, Charles - US Postage Reimbursement	26.35
W.B. Mason Company, Inc. - Office Supplies	700.78
Total	11,822.99

Cash Disbursement Warrant CD2021.02a

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2021.02a for the wire transfer of funds from the PRIT Cash Fund to Eastern Bank as presented in the total amount of \$3,200,000.00.

Vendor	Amount
PRIM Fund Transfer to Eastern Bank – February 2021	3,200,000.00
Total	3,200,000.00

Cash Disbursement Warrant CD2021.02b

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2021.02b as presented below in the total amount of \$36,946.00.

Vendor	Amount
Amity Insurance - MACRS Fidelity and Fiduciary Insurance	36,946.00
Total	36,946.00

Final 2020 Administrative Budget Transfers

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To transfer from the Reserve Fund in the 2020 administrative budget the sum of \$10,222 to the line-items listed below in the following amounts:

Alarm System	\$47
Storage Facility	\$630
Web Hosting	\$138
PBI Contract	\$160
Maintenance & Repair Expense	\$673
IT Consulting Services	\$8,100
Telephone/Internet	<u>\$474</u>
Total	\$10,222

Executive Session

Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To move to executive session to discuss the disability application of Paul Wise.

Statement of the Chair

Mr. Maney stated that the Board will be returning to open session upon the conclusion of the executive session only for the purpose of adjourning the meeting.

The Board entered executive session at 8:46 a.m.

While in executive session, the Board voted as follows: Upon a motion by Vincent R. Malgeri, seconded by Susan J. Yaskell, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; Upon receipt of the requested medical records, and that Board Counsel have an opportunity to have a discussion with Mr. Bond and to obtain any available surveillance tapes, that the Board does hereby request that PERAC schedule three separate, in-person medical panels, with the submission of the appropriate questions to the panel.

The Board returned from executive session at 9:24 a.m.

Motion to Adjourn

Upon a motion by Kevin A. Merz, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Maney, Yes; Mr. Merz, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To adjourn the meeting.

The meeting adjourned at 9:25 a.m.

Vincent R. Malgeri

H. Joseph Maney

Kevin A. Merz

Andrew J. Sheehan

Susan J. Yaskell

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

Meeting Minutes
New Enrollments
Retirement and Benefit Calculation Supporting Documents
Creditable Service Award Letters
Warrants
Budget Documents

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
Appropriation Comparison - FY22 to FY21
Executive Director's Schedule
Financial Reports - Monthly Bank Reconciliation - January 2021
Financial Reports - Monthly Expenditure Report - January 2021
Financial Reports - PRIT Fund Monthly Performance Report - January 2021
Financial Reports - PRIT Performance Update - January 2021
PERAC Newsflash - Commission Appointee
Reed, Arthur - Letter to DALA on Participation
Sacco, Michael - All Client Memo - Carangelo v. Malden Retirement System
Sacco, Michael - Carangelo - DALA Decision - CR-16-408