

**ESSEX REGIONAL RETIREMENT BOARD  
REGULAR SESSION  
March 28, 2022**

At the regular meeting of the Essex Regional Retirement Board held on Monday, March 28, 2022, at 491 Maple Street, Suite 201 at 8:30 a.m., the following Board members were present for all or some of the meeting: Vincent R. Malgeri, Andrew J. Sheehan, and Susan J. Yaskell. Absent: H. Joseph Maney, Kevin A. Merz.

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

Charles Kostro, ERRS Executive Director  
Cassandra Green, ERRS Executive Assistant

Ms. Yaskell called the meeting to order at 8:30 a.m. The Board said the Pledge of Allegiance.

**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 Cassandra Green is recording this meeting. If anyone else is recording the meeting, please identify yourself at this time.

Further, 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. In Mr. Maney's absence, I will be chairing this meeting as required. All votes at this meeting will be by roll call.

**Approval of Board Minutes**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the minutes of the regular session of the meeting of February 28, 2022.

**Public Comment Period**

There were no public comments.

**New Enrollments**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; That the following named employees be enrolled in the Essex Regional Retirement System, a list of one hundred and two names beginning with Emmanuel Agouridis and ending with Stacey Wright.

<b>Last Name</b>	<b>First Name</b>	<b>Unit</b>	<b>Title/Position</b>	<b>Enrollment Date</b>	<b>Group</b>
Agouridis	Emmanuel	Town of Middleton	Electrical Engineer	11/22/2021	4
Albright	Danielle	Town of Groveland	Assistant Treasurer-Collector	1/24/2022	1
Alley	Madison	Town of Middleton	Assistant Treasurer-Collector	1/10/2022	1
Behn	Emily	Town of Ipswich	Assistant Assessor	1/3/2022	1
Benson	Paul	Town of North Andover	Teaching Assistant	1/24/2022	1
Bird	Justin	Town of Groveland	Laborer/Operator	12/25/2021	1
Birnie	Chris	Town of Georgetown	Instructional Paraprofessional	11/29/2021	1
Branciforte	Michelle	Town of Manchester	Principal Assessor	10/25/2021	1
Breton	Linda	Hamilton-Wenham RSD	Teaching Assistant	8/31/2021	1
Brown	Ashley	Town of Rowley	Water Department Accountant	2/7/2022	1
Brown	Dewayne	Town of Merrimac	Laborer/Driver	2/1/2022	1
Brown	Meaghan	Town of Ipswich	Library Technician	11/1/2021	1
Bruno	Melissa	Town of Georgetown	Instructional Paraprofessional	1/24/2022	1
Buckley	James	Pentucket RSD	Paraprofessional	8/25/2021	1
Burke	Dana	Pentucket RSD	Food Service Worker	8/25/2021	1
Calix	Meghan	Triton RSD	Cafeteria Worker	1/10/2022	1
Carbone	Deborah	Town of Middleton	Teachers Aide	1/10/2022	1
Cirinna	Drew	Town of Topsfield	Custodian	3/7/2022	1
Close	Maxwell	Town of Ipswich	Archivist	3/1/2022	1
Collins	Jeffrey	Triton RSD	Custodian	1/20/2022	1
Corcoran	Caroline	Town of Lynnfield	Behavior Analyst	1/26/2022	1
Costa	Adrienne	Town of Salisbury	Police Officer	2/28/2022	4
Cranston	Kereen	Town of North Andover	Teaching Assistant	2/28/2022	1
Criswell	Phyllis	Town of Georgetown	Paraprofessional	2/14/2022	1
Davis	Roberta	Triton RSD	Custodian	1/3/2022	1
Delacruz	Michelle	Town of Ipswich	Teaching Assistant	1/18/2022	1
DeLeon	Jonathan	Masconomet RSD	IT Administration	1/3/2022	1
Denty	Kali	Hamilton-Wenham RSD	Teaching Assistant	10/27/2021	1
Dias	Amanda	Town of Ipswich	School Secretary	2/16/2022	1
Donegan	Ryan	Town of Lynnfield	Custodian	2/22/2022	1
Doyle	Eric	Town of Newbury	Mechanic/Truck Driver	12/6/2021	1
Duff	Eliot	Hamilton-Wenham RSD	IT Technician	2/14/2022	1
Ewell	Michael	Town of Manchester	DPW Laborer	1/24/2022	1
Fallon	Shannon	Town of North Andover	Teaching Assistant	1/18/2022	1
Felzani	Marie	Town of Georgetown	Assistant Town Clerk	11/21/2021	1
Flanagan	Krista	Town of Topsfield	Instructional Assistant	1/24/2022	1
Fisher	Amanda	Town of Groveland	COA Director	1/18/2022	1

Fogarty	Jake	Town of North Andover	Communications Officer	12/31/2021	1
Froio	Rachel	Town of Lynnfield	Paraprofessional	1/31/2022	1
Garcia	Caitlin	Pentucket RSD	Paraprofessional	2/7/2022	1
Giangregorio	Nicholas	Town of Boxford	Truck Driver	3/7/2022	1
Gilson	Ashley	Manchester-Essex RSD	Teaching Assistant	8/30/2021	1
Giordano	Frank	Town of Salisbury	Chief Water Operator	1/18/2022	1
Gonsalves	Elaine	Hamilton-Wenham RSD	Food Service Worker	12/6/2021	1
Grasso	Jennifer	Town of Lynnfield	Paraprofessional	1/3/2022	1
Gray	Maura	Masconomet RSD	Nurse Aide	3/8/2022	1
Guimond	Justin	Town of Ipswich	Custodian	11/22/2021	1
Hambling	Joanna	Masconomet RSD	Paraprofessional	1/24/2022	1
Holladay	Julie	Manchester-Essex RSD	Teaching Assistant	1/3/2022	1
Hudson	Emma	Town of Topsfield	Instructional Assistant	2/1/2022	1
Hulburt	Cody	Town of Ipswich	Wastewater Operator	2/7/2022	1
Jenkins	Daniel	Town of Georgetown	Police Officer	12/15/2021	4
Kowalick	Kimberly	Town of Georgetown	Dispatcher	12/29/2021	1
Krikorian	Matthew	Town of Wenham	Police Officer	1/24/2022	4
Lajoie	Stephen	Town of Ipswich	Assistant Library Director	11/29/2021	1
Lee	Rachel	Town of Hamilton	Public Health Nurse	12/27/2021	1
MacMullen	Alex	Town of Newbury	Police Officer	12/14/2021	4
MacMullen	Dana	Town of Newbury	Communications Officer	11/27/2021	1
Maher	Kasey	Town of Topsfield	School Secretary	1/31/2022	1
Martineau	Emily	Ipswich Housing Authority	CHAMP Specialist/Assistant	1/24/2022	1
Martineau	Ronald	Town of Ipswich	DPW Equipment Operator	1/3/2022	1
McManus	Deirdre	Town of Wenham	Library	2/14/2022	1
McMullen	Devin	Pentucket RSD	Grounds Maintenance Mechanic	12/20/2021	1
Mitchell	Brian	Pentucket RSD	Custodian	9/13/2021	1
Morello	Danielle	Town of Lynnfield	Paraprofessional	1/31/2022	1
O'Connor	Richard	Town of North Andover	Firefighter	10/25/2021	4
OO	Thein	Hamilton-Wenham RSD	Food Service Worker	12/13/2021	1
O'Shea	Michael	Town of Boxford	Custodian	3/7/2022	1
Parro	Anthony	Town of Ipswich	Truck Driver/Laborer	1/24/2022	1
Parro	Joseph	Town of Ipswich	Driver & Laborer Floater	10/12/2021	1
Perusse	Brandy	Pentucket RSD	Payroll/Benefits Coordinator	2/1/2022	1
Pike	Benjamin	Town of Georgetown	Custodian	1/25/2022	1
Pisano	Gianfranco	Town of Lynnfield	Police Officer	1/17/2022	4
Prentice	Fiona	Hamilton-Wenham RSD	Teaching Assistant	9/29/2021	1

Purcell	Emily	Triton RSD	Instructional Assistant	12/13/2021	1
Rice	Emma	Hamilton-Wenham RSD	Teaching Assistant	2/28/2022	1
Riley	Matthew	Town of Georgetown	School Technology Technician	1/3/2022	1
Ruiz	Daniel	Town of Salisbury	Assistant Planner	3/7/2022	1
Satter	Bryan	Hamilton-Wenham RSD	Teaching Assistant	1/10/2022	1
Slauenwhite	Arianne	Town of Rowley	Library Assistant	1/3/2022	1
Smith	Robert	Town of Boxford	Police Officer	1/4/2022	4
Smith	Sean	Town of Topsfield	Library - Head of Adult Services	12/15/2021	1
Souza	Richard	Town of Wenham	DPW Director	1/10/2022	1
Spain	London	Town of Rowley	Firefighter	1/11/2022	4
Spinale	John	Town of Boxford	Custodian	12/16/2021	1
Standring	Corinna	Town of Georgetown	Paraprofessional	10/29/2021	1
Stelline	Joseph	Town of Ipswich	Operator/Tree Climber	10/12/2021	1
Sullivan	Arthur	Pentucket RSD	Paraprofessional	9/15/2021	1
Sweeney	Stephanie	Town of Topsfield	Recreation & Technology Director	11/29/2021	1
Tremblay	Daniel	Town of Topsfield	Library Director	1/26/2022	1
Trigilio	Carmela	Town of Ipswich	Registered Behavior Technician	9/30/2021	1
Trombly	Tammy	Town of North Andover	Teaching Assistant	11/29/2021	1
Usovicz	Jennifer	Town of Groveland	Librarian	11/22/2021	1
Usovicz	Mary	Town of Merrimac	Manager Light Department	2/7/2022	4
Welsh	Maria	Town of Lynnfield	Board of Health Assistant	3/7/2022	1
Wilkinson	Jacqueline	Town of Ipswich	School Physical Therapy Assistant	1/3/2022	1
Vlachos	John	Town of Middleton	Facilities Maintenance Technician	3/8/2022	1
Wilson	Colleen	Town of Georgetown	School Nurse	1/31/2022	1
Witham	Byron	Town of Georgetown	Instructional Paraprofessional	12/13/2021	1
Woodbury	Theresa	Town of Hamilton	Assistant Treasurer-Collector	12/20/2021	1
Woodman	Samantha	Manchester-Essex RSD	Teaching Assistant	1/26/2022	1
Wright	Stacey	Town of Boxford	Building Department Secretary	1/18/2022	1

### **Supplemental New Enrollments**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; That the following named employees be enrolled in the Essex Regional Retirement System, a list of forty names beginning with Aniela Anderson and ending with Kathleen Worden.

<b>Last Name</b>	<b>First Name</b>	<b>Unit</b>	<b>Title/Position</b>	<b>Enrollment Date</b>	<b>Group</b>
Anderson	Aniela	Town of Middleton	Library Associate	8/30/2021	1
Aylaian	Justin	Town of North Andover	Firefighter	8/2/2021	4
Bartlett	Amanda	Town of Middleton	Behavior Specialist	8/30/2021	1
Birth	Denzel	Town of Wenham	Highway Driver/Operator	7/19/2021	1
Blatchford	James	Town of West Newbury	Town Clerk	8/30/2021	1
Breen	Kristen	Town of Topsfield	COTA	8/30/2021	1
Bromby	Paula	Hamilton-Wenham RSD	Teaching Assistant	8/30/2021	1
Bushey	Keely	Town of Middleton	Instructional Assistant	9/7/2021	1
Di Carlo	Nicole	Town of Boxford	SPED Aide	9/20/2021	1
Ditchfield	Lily	Town of Lynnfield	Paraprofessional	10/25/2021	1
Dunn	Katie	Town of Topsfield	Instructional Assistant	9/7/2021	1
Fialkowski	Amy	Town of West Newbury	Dispatcher	8/31/2021	1
Finlan	Dianne	Manchester-Essex RSD	Teaching Assistant	8/30/2021	1
Flynn	Brody	Town of Boxford	DPW Equipment Operator	7/12/2021	1
Fortkamp	Elizabeth	Manchester-Essex RSD	School Recess Monitor	8/30/2021	1
Germano	Christopher	Town of Rowley	Water Department Laborer	9/27/2021	1
Gilman	Denise	Town of Groveland	Assistant Treasurer-Collector	7/19/2021	1
Gomez	Daniel	Pentucket RSD	Technology Aide	1/20/2021	1
Goodwin	Donald	Town of West Newbury	Water Department Operator	8/23/2021	1
Greene	Aaron	Town of North Andover	Teaching Assistant	8/30/2021	1
Haberland	Maryellen	Town of Middleton	Instructional Assistant	8/30/2021	1
Harrington	Jolene	Town of Topsfield	Behavior Specialist	8/30/2021	1
Hennessey	Lauren	Manchester-Essex RSD	Teaching Assistant	8/30/2021	1
Holt	Samantha	Town of Newbury	Conservation Agent	7/26/2021	1
Krister	Bethany	Town of North Andover	Teaching Assistant	8/30/2021	1
Maglio	Carl	Town of Georgetown	Electrical Inspector	12/28/2020	1
Marshall	Christine	Town of West Newbury	Assistant Town Clerk	8/23/2021	1
Nicholson	Kristen	Town of Topsfield	Instructional Assistant	9/7/2021	1
Obuchowski	Gregory	Town of Topsfield	Instructional Assistant	9/21/2021	1
Peterson	Devan	Town of North Andover	Teaching Assistant	8/30/2021	1
Pitcairn	Madeline	Town of Boxford	Dispatcher	6/3/2021	1
Popp	William	Town of Groveland	Light Department Lineman	12/14/2020	4
Reusch	Christopher	Town of Salisbury	Firefighter	7/13/2021	4
Ritt	Laurie	Town of Georgetown	Paraprofessional	8/30/2021	1
Savage	Augustus	Town of Georgetown	Instructional Assistant	8/31/2021	1

Severo-McGrath	Rosimeire	Town of Georgetown	Café Worker	9/9/2021	1
Spurr	Dorothy	Georgetown Housing Authority	Tenant Selector	7/19/2021	1
Stickney	Kristen	Town of Boxford	Assistant to the Chief of Police	10/4/2021	1
Surette	John	Town of Ipswich	Custodian	8/9/2021	1
Worden	Katheryn	Town of Topsfield	Finance/Selectmen Admin	7/1/2021	1

## New Retirements

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; That the following named members of the Essex Regional Retirement System be awarded retirement benefits calculated as presented, a list of twelve names, beginning with George Dolloff and ending with Laura Zalewski:

1. George Dolloff, Mechanic, Town of North Andover, Group 1  
Effective Retirement Date: March 3, 2022  
Monthly Retirement Allowance: \$ 2,090.70  
Annual Retirement Allowance: \$ 25,088.40
2. Linda Finlay, Cook, Town of Rockport, Group 1  
Effective Retirement Date: January 31, 2022  
Monthly Retirement Allowance: \$ 578.04  
Annual Retirement Allowance: \$ 6,936.48
3. Annemarie Fritz, Playground Monitor, Town of Rockport, Group 1  
Effective Retirement Date: January 26, 2022  
Monthly Retirement Allowance: \$ 502.47  
Annual Retirement Allowance: \$ 6,029.64
4. Melissa Gaspar, Library Director, Town of Middleton, Group 1  
Effective Retirement Date: February 1, 2022  
Monthly Retirement Allowance: \$ 2,667.05  
Annual Retirement Allowance: \$ 32,004.60
5. Heidi Hickey, Teacher's Assistant, Town of North Andover, Group 1  
Effective Retirement Date: February 28, 2022  
Monthly Retirement Allowance: \$ 1,151.23  
Annual Retirement Allowance: \$ 13,814.76
6. Dianne Kelley, Administrative Assistant, Pentucket RSD, Group 1  
Effective Retirement Date: January 28, 2022  
Monthly Retirement Allowance: \$ 3,286.47

Annual Retirement Allowance: \$ 39,437.64

7. Jeffrey Mazzetta, Water Foreman, Town of Hamilton, Group 1  
Effective Retirement Date: January 31, 2022  
Monthly Retirement Allowance: \$ 4,776.34  
Annual Retirement Allowance: \$ 57,316.08
8. Kristin McRae, Agent/Director, Bd. of Health, Town of Lynnfield, Group 1  
Effective Retirement Date: February 1, 2022  
Monthly Retirement Allowance: \$ 1,886.41  
Annual Retirement Allowance: \$ 22,636.92
9. Janice Migliacco, Kitchen Aide, Hamilton-Wenham RSD, Group 1  
Effective Retirement Date: February 16, 2022  
Monthly Retirement Allowance: \$ 351.88  
Annual Retirement Allowance: \$ 4,222.56
10. Leanne Plummer, Instructional Ass't, Triton RSD, Group 1  
Effective Retirement Date: February 1, 2022  
Monthly Retirement Allowance: \$ 353.82  
Annual Retirement Allowance: \$ 4,245.84
11. Kathy A. Spencer, Dispatcher, Town of Merrimac, Group 1  
Effective Retirement Date: February 1, 2022  
Monthly Retirement Allowance: \$ 1,734.27  
Annual Retirement Allowance: \$ 20,811.24
12. Laura Zalewski, Library Director, Town of Topsfield, Group 1  
Effective Retirement Date: February 1, 2022  
Monthly Retirement Allowance: \$ 2,823.51  
Annual Retirement Allowance: \$ 33,882.12

### **Creditable Service Awards**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, 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 three members of the Essex Regional Retirement System be awarded creditable service as presented below:

1. Kristine Ellis shall be awarded five years of creditable service for the purchase of prior reserve police service rendered from January 1, 2005 to June 30, 2009, and January 1, 2019 to June 30, 2019, with the Town of Hamilton.

2. Stacie Melchin shall be awarded eleven months and seven days of creditable service for late entry into membership and her enrollment date shall be changed to September 16, 2020, as this was the date on which she was eligible for membership in the retirement system.
3. Robert Slepoy shall be awarded one year and five months of creditable service for the purchase of prior refunded service rendered from August 11, 2014 to January 13, 2016 with the State Retirement Board.

### **Liability Requests**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To take the following actions on a request for the acceptance of liability received by the retirement system:

1. To accept, upon proper payment, eleven months of liability as requested by the Massachusetts Teachers' Retirement System on behalf of Mary Delai for prior refunded service rendered with the County of Essex from March 1, 1994 to January 31, 1995.
2. To deny liability as requested by the Methuen Contributory Retirement System on behalf of Cameron Fountain for the period of August 2021 through December 2021, 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 accept, upon proper payment, nine months of liability as requested by the Hampden County Regional Board of Retirement on behalf of Nadina Jean Pendleton for prior refunded service rendered with the Town of Nahant from August 28, 2000 to June 8, 2001.

### **Refund Warrant – March 2022**

Upon a motion by Andrew J. Sheehan, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the refund warrant for March 2022, to refund, rollover, or transfer the accounts of the individuals as presented below, a list of 14 members beginning with Kathleen M. Bruce and ending with Thomas J. Surette, in the total net amount of \$133,433.94.

<b>Name</b>	<b>Type</b>	<b>Board or Institution</b>
Bruce, Kathleen M.	Rollover	Great-West Trust Company
Burns, Eleni A.	Transfer	Worcester Regional Retirement Board
Eagar, Brooke R.	Transfer	Mass Teachers Retirement System
Finlay, Linda A.	Withdrawal	
Godfried, Tara M.	Transfer	Mass Teachers Retirement System
Hassel, Risa M.	Transfer	Andover Retirement Board



Ingraham, Zachary S.	Transfer	Cambridge Retirement Board
Mazzettam Jeffrey M.	Withdrawal	
Millard, Janna L.	Transfer	Mass Teachers Retirement System
Muzio, Mia F.	Transfer	Mass Teachers Retirement System
Shallop, Tanya M.	Transfer	Swampscott Retirement Board
Skiffington, Victoria M.	Transfer	Mass Teachers Retirement System
Spencer, Kathy Ann A.	Withdrawal	
Surette, Thomas J.	Withdrawal	

### **March Retirees Payroll**

Upon a motion by Andrew J. Sheehan, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the retirement allowances for the month of March 2022 in the estimated amount of \$4,400,000.00.

### **ERRS Payroll**

Upon a motion by Andrew J. Sheehan, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the payment of the ERRS employee payroll for March 11, 2022, in the amount of \$20,606.88, and for March 25, 2022, in the amount of \$24,412.17.

### **Cash Disbursement Warrant CD2022.03**

Upon a motion by Andrew J. Sheehan, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2022.03 for March 2022 as presented below in the total amount of \$10,362.20.

<b>Vendor</b>	<b>Amount (\$)</b>
Access - Records Storage - Monthly Fee	636.59
Benefit Strategies - Monthly Administrative Fee	1.00
Comcast - Monthly Fee - Phone	305.33
Town of Danvers, Danvers Electric - #201 - Monthly Fee	120.59
Town of Danvers, Danvers Electric - #202 - Monthly Fee	173.21
Harper's Payroll Service - 2022.03.11	55.31
Harper's Payroll Service - 2022.03.25	95.96

HCOPT - Monthly Condo Fees	1,554.00
HIQ Computers - #131310	1,260.00
HIQ Computers - #131620	247.50
HIQ Computers - Monthly Replication Services	90.00
Law Offices of Michael Sacco - 2022.02	4,159.00
Minuteman Press - Business Cards	126.57
Quadient, Inc. - 04.01.22-06.30.22	862.10
Quadient Finance, USA, Inc. - Postage	186.08
Quadient, Inc. - Parts Replacement	26.00
Ricoh USA, Inc. - Ink	188.39
Ricoh USA, Inc. - 2022.03	244.57
WB Mason - Office Supplies	30.00
Total	10,362.20

**Cash Disbursement Warrant CD2022.03a –**

Upon a motion by Andrew J. Sheehan, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2022.03a for 3(8)(c) payments as presented below in the total amount of \$2,260,200.72.

<b>Retirement Board - 3(8)(c) Warrant</b>	<b>Amount (\$)</b>
Amesbury Retirement System	84,711.96
Andover Retirement System	85,294.64
Arlington Retirement Board	30,608.42
Beverly Retirement System	37,310.55
Boston Retirement Board	18,280.30

Brookline Retirement System	2,319.82
Cambridge Retirement Board	3,787.78
Chelsea Retirement System	12,289.80
Chicopee Retirement Board	492.58
Concord Retirement System	8,635.73
Everett Retirement Board	4,600.36
Fairhaven Retirement System	29,526.06
Gardner Contributory Retirement System	3,009.67
Gloucester Retirement System	28,540.51
Haverhill Retirement Board	72,824.46
Lawrence Retirement Board	60,328.07
Lexington Retirement Board	15,971.13
Lowell Retirement Board	23,691.34
Lynn Retirement System	42,780.62
Malden Retirement System	4,512.33
Marblehead Retirement System	16,059.03
Massport Retirement System	6,901.99
Melrose Retirement Board	9,899.99
Methuen Retirement System	56,526.15
Middlesex County Retirement System	168,632.03
Minuteman Regional VTSD Retirement Board	114.51
Massachusetts Teachers Retirement System	1,205,177.18

MWRA Employees' Retirement System	14,314.93
Norfolk County Retirement System	5,784.81
Peabody Retirement Board	72,068.43
Plymouth County Retirement System	2,790.69
Reading Retirement Board	42,463.81
Saugus Retirement Board	12,096.20
Somerville Retirement Board	8,067.76
Springfield Retirement System	123.74
Stoneham Retirement System	4,759.28
Swampscott Retirement System	22,026.27
Wakefield Retirement Board	14,113.91
Waltham Retirement Board	4,932.40
Winchester Retirement Board	1,439.69
Winthrop Retirement Board	2,389.63
Woburn Retirement Board	8,570.07
Worcester Regional Retirement System	11,432.09
Total	2,260,200.72

#### **Cash Disbursement Warrant CD2022.03b – PRIT Fund Transfer**

Upon a motion by Andrew J. Sheehan, seconded by Vincent R. Malgeri, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Cash Disbursement Warrant CD2022.03a for a transfer from the PRIT Fund as presented below in the total amount of \$5,000,000.00.

<b>Vendor</b>	<b>Amount</b>
Transfer from PRIT Cash to Eastern Bank	\$5,000,000.00

	Total	\$5,000,000.00
--	-------	----------------

### **Rescinding Membership – Steva Pierce**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To rescind the membership of Steva Pierce as her enrollment form erroneously indicated that she was qualified for membership when, in fact, she was not eligible to be enrolled.

### **Third and Fourth Member Election Schedule**

Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the following tentative schedule as presented below for submission to the Advisory Council for the election of the third and fourth members of the Essex Regional Retirement Board:

**April 1, 2022** The Executive Director submits the recommended election schedule and procedures to PERAC for review prior to the Advisory Council meeting. Executive Director will notify the printers of 2022 election and confirm deadlines.

**May 18, 2022** Advisory Council Meeting. Advisory Council approves election schedule and procedures.

**May 1, 2022** General notice of upcoming election in spring newsletter.

**June 8, 2022** Notice of election mailed to all members and retirees, with description of nomination process and deadline. Nomination papers become available.

**August 17, 2022** Initial election materials, specifications and deadlines to printers.

**September 14, 2022** Deadline for Filing Nomination Papers (5 Signatures Required). Nomination paper receipt letter sent to candidates. Deadline for submission of candidate statements.

**September 28, 2022** Fall Advisory Council meeting. Nomination papers and candidate statements certified by Advisory Council. Ballot order determined.

**September 30, 2022** Ballots and other election materials and specifications to printers.

**October 13, 2022** Deadline for mailing the ballots.

**November 1, 2022** Postmark deadline for return of ballots. *(Must be within 40 days from date of Advisory Council meeting and within 20 days of the mailing of the ballots.)*

**November 17, 2022** Counting of the ballots by Board staff per delegation of this responsibility by the Advisory Council.

**November 21, 2022** Board certifies election results per delegation of this responsibility by the Advisory Council. Notification of election results to PERAC.

**December 2, 2022** New three (3) year terms for Third and Fourth Members begin.

### **Legal Services RFP**

Mr. Malgeri suggested that the following language be added to page 5 of the RFP regarding malpractice insurance: “and, if selected, the firm and/or attorney(s) agree to provide copies of the professional liability policy or policies and any annual renewals of such policies for any attorneys performing legal services for ERRS.” Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To approve the Request for Proposals for Legal Services as presented.

Ms. Green left the meeting 9:17am.

### **Membership Coordinator Position**

Mr. Kostro stated that Ms. Green has been posting deductions for nearly a year now, and that he believes she will perform well in the Membership Coordinator position. He recommended that the Board appoint Ms. Green to the position effective immediately, and he will put together a revised Executive Assistant position description for the Board to review at their next meeting. Mr. Kostro also noted that he reviewed recent job postings for similar positions, and asked the Board to consider raising the starting salary to \$67,000 per year, as opposed to the salary range of \$60,000-\$65,000 noted on the position description previously approved by the Board. Ms. Yaskell asked if Mr. Kostro had considered a starting salary of \$66,000; Mr. Kostro responded that, after reviewing the other job postings, he believes \$67,000 would be more in line with the market. Mr. Malgeri stated that he thinks it is important for Essex Regional to be competitive in salaries, and also to demonstrate that the system offers career growth for staff. Upon a motion by Vincent R. Malgeri, seconded by Andrew J. Sheehan, the Board voted by roll call as follows: Mr. Malgeri, Yes; Mr. Sheehan, Yes; and Ms. Yaskell, Yes; To appoint Cassandra Green as the Membership Coordinator effective as of March 28, 2022 at a salary of \$67,000 per year.

### **Motion to Adjourn**

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

The meeting adjourned at 9:34 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  
Liability Letters  
Warrants  
Documents Relating to Rescinding Membership  
MACRS Conference Documents  
Third and Fourth Member Election Schedule and Procedures  
Draft of the RFP for Legal Services  
Job Description and Supporting Documents for the Membership Coordinator Position

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 Distribution Notice - March 18, 2022  
COLA Hearing - Advisory Council Notification Letter  
Executive Director's Schedule  
Financial Reports - December 2021 – Adjustments  
Financial Reports - December 2021 – Disbursements  
Financial Reports - December 2021 - General Ledger  
Financial Reports - December 2021 – Receipts  
Financial Reports - December 2021 - Trial Balance  
Financial Reports - Monthly Bank Reconciliation - January 2022  
Financial Reports – Monthly Cash Flow Report – March 2022  
Financial Reports - Monthly Expenditure Report - February 2022  
Financial Reports - PRIT Fund Essex Performance - February 2022  
Financial Reports - PRIT Performance Update - February 2022  
Hannon, James - Letter to DALA on JPHM Extension  
MACRS Fidelity Policy - 2022-2023  
MACRS Primary Fiduciary Policy - 2022-2023  
Office of the Inspector General - Guide for Members of Boards and Commissions  
PERAC Memo #9.2022 - Extension of Open Meeting Law Waivers  
PERAC Pension News  
PRIM Statement on Russia Investment Exposure