

**METHUEN CONTRIBUTORY RETIREMENT BOARD MEETING
TRANSCRIPT for APRIL 30, 2020**

A regular meeting of the Methuen Contributory Retirement Board was called to order by Mr. Hennessy at approximately 9:40 AM. This meeting was held via teleconference using the Cisco Webex platform. The public was invited to participate via a notice posted on the board's website 48 hours before the meeting. This meeting was held in conformance with Governor Baker's Order Suspending Certain Provisions of the Open meeting Law G.L. c. 30A s. 20 which was signed March 12, 2020.

The member's in attendance were Michael Hennessy, Louise Moss, Robert Sheehan, John T. Sheehy and Albert J. Trott. Others in attendance were Kaitlyn Doucette, Board Administrator and Barbara Carr, Retirement Assistant.

Mr. Hennessy called for a motion to approve the meeting agenda as presented. This motion was moved by Mr. Trott, seconded by Mr. Sheehy, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

The motion to accept the March 2020 meeting minutes was moved by Mr. Trott, seconded by Ms. Moss, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

The approval of membership activities was moved by Mr. Sheehy, seconded by Mr. Trott, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

New member is Edison Garcia, School Department, Custodian, Group 1. There were no retirements or transfers. Member Thomas Fitzpatrick accrued service from December 5, 2011 through April 26, 2012 when he became an inactive member. He accrued a total of 4 months service. Upon request, he received a refund of his account. The gross amount was \$1,603 with a net payment of \$1,082.05. Member Roland Desrocher accrued service from May 11, 2015 through March 10, 2020 and purchased previous service for a total of 5 years and 5 months of service. Upon request, a refund was issued. The gross amount of refund was \$24,493.30 with a net payment of \$4,898.66 to the member and a rollover of \$18,369.97 to an alternate account.

The Board was notified of the following deaths: Marilyn McCarthy, March 19; Robert McKillop, March 22; Gertrude Buote, March 25; Loretta Cardone, March 25; Rita Riopelle, March 31; David Martin, April 5; Harold Spaniol, April 9; Albert Ange, April 12; Louise Pettoruto, April 15.

The board reviewed the death certificate and medical records of John Morin in conjunction with the Section 9 application from his spouse. The motion to approve was made by Mr. Trott, seconded by Mr. Sheehy, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

The Board reviewed the cash flow forecast (April), cash reconciliation (March), trial balance (March), cash receipts (March), cash disbursements (March), journal entries (March), budget to actual expense comparison (March) and investment activity (March).

The motion to approved was moved by Mr. Trott, seconded by Mr. Sheehy, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

To approve payments of Warrant #4 in the amount of \$114,403.94 and Warrant #4P in the amount of \$1,298,482.55 was moved by Mr. Trott, seconded by Mr. Sheehan, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

PERAC sent notice to the Board regarding notice from the District Attorney's office in relation to a member of the System. The notice from PERAC was reviewed by the board and will be added to the member's membership file.

The board reviewed the new PERAC outline (PERAC memo #20 of 2020) for medical panels during the disability process and Attorney Michael Sacco's all board memo regarding the same. The motion was moved by Mr. Trott to delay all medical panels, with the exception of presumption cases, until the conclusion of the telemedic appointment period. This was seconded by Ms. Moss, and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

The board reviewed the request of the Administrator seeking a cost of living adjustment. It was moved by Mr. Sheehy and seconded by Mr. Sheehan to grant a 4% increase. This was approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.

In other business, the Board discussed PERAC memo # 22 of 2020 and the upcoming appropriation due to the System from the City, School and Water and Sewer on July 1. Further discussion was held regarding future appropriations, specifically Fiscal Year 2022.

There was no public participation.

Mr. Hennessy entertained a motion to adjourn. The motion was moved by Mr. Trott to adjourn at 10:10AM, seconded by Mr. Sheehy and approved unanimously by a roll call of votes: Mr. John Sheehy, yes, Mr. Michael Hennessy, yes, Mr. Albert Trott, yes, Ms. Louise Moss, yes, Mr. Robert Sheehan, yes.