

Minutes of the Chicopee Retirement Board monthly meeting held on August 27, 2020 at 8:30 a.m. in the City Hall, Law Office Conference Room, 2nd floor,

Present: Members Mailhott, Ference & O'Shea

Member Boronski attended the meeting via telephone conference per the Governor's orders.

Member Riley attended the meeting via telephone conference as she was on a scheduled vacation.

The Chairman called the Regular Meeting to Order at 8:33 a.m.

Executive Session

A motion was made by Mr. Mailhott and seconded by Mr. Ference to enter into Executive Session at 8:37 a.m. as per M.G.L. Chapter 30A Section 21 for the purpose of discussing an Accidental Disability Application. A roll call vote was taken: Mr. Ference "yes", Mr. Mailhott "yes", Ms. Boronski "yes" Ms. Riley "yes" and Mr. O'Shea "yes".

The Board will then reconvene in open session once this meeting is concluded.

Executive session concluded at 9:19 a.m.

The Chairman called the regular meeting to order at 9:20 a.m.

A motion was made by Mr. Mailhott and seconded by Ms. Boronski to accept and approve the Minutes of the Regular Meeting dated July 23, 2020. The minutes will be placed on file. **ALL IN FAVOR.**

A motion was made by Mr. Ference and seconded by Mr. Mailhott to approve the monthly expense warrant #08072020, #08272020, Option B Refund Warrant #08062020, refund warrant #08282020 and Pension Payroll Warrant #07312020. **ALL IN FAVOR.**

SEI Investments - Terry Gerlich and Jonathan Dwyer from SEI Investments called in to give the Board Members an update on the second quarter and an update on what is happening during COVID-19. There is hope that 2021 will get back on solid ground. Interest rates are down. Inflation is low. Equity is rebounding. Total portfolio return for the quarter is up 10.8%. The board thanked Mr. Gelich and Mr. Dwyer for calling in to the meeting and giving us the update for the 2nd quarter.

PRIM – Francesco Daniele and Paul Todesco from PRIM called in to give the Board Members

an update on the previous quarter of 2020 and what is happening during the COVID-19 pandemic. Everything is going as well as can be expected. They are having their annual Board Meeting on September 9, 2020 at 10:00 if anyone wishes to call in. Rate of return for the calendar year ending June 30, 2020 is down 5.56%. Mr. Todesco gave a recap of everything that has happened over the last six months. The board thanked them for calling in and for giving us an update on the 2nd quarter.

The following people applied for membership in the system according to statute:

George Mabb – City Hall Maintenance – Group 1
Jason Buckley – IT – Group 1
Patrick Wofford – IT – Group 1
Kevin Patten – Water – Group 1
Scott Provost – MIS – Group 1

A motion was made by Ms. Riley and seconded by Mr. Ference to approve the above mentioned individuals for membership into the System. ALL IN FAVOR.

The following people applied for Superannuation Retirement according to statute:

Chagnon, Mary – School Department – Cafeteria Helper – wishes to retire on September 18, 2020 with 32 years of service.

Larkin, Janet – School Department – Senior Clerk – wishes to retire on September 1, 2020 with 33 years of creditable service.

Motion was made by Mr. Mailhott and seconded by Mr. Ference to approve the retirement applications. ALL IN FAVOR.

The following retirement calculations have been prepared for the Board's approval according to statute:

Archambault, Ronald – Water Department – retired July 17, 2020 with 20 years and 6 months of service - \$23,949.48 per year.

Beaudry, Howard – Fire Department – retired June 16, 2020 with 33 years and 5 months of service - \$50,910.60 per year.

Fontaine, Donna – Paraprofessional – retired June 12, 2020 with 32 years and 8 months of service - \$26,672.52 per year.

Kalisz, Robert – Police Officer – retired June 6, 2020 with 26 years and 6 months of service - \$41,716.08 per year.

Mora, Genevieve - Police Officer – retired June 6, 2020 with 20 years and 6 months of service - \$20,177.28 per year.

O'Donnell, James – Police Officer – retired July 26, 2020 with 27 years and 9 months of service - \$44,731.80 per year.

Wilk, Michael – Police Officer – retired June 30, 2020 with 33 years and 6 months of service - \$52,695.48 per year.

Motion was made by Ms. Riley and seconded by Mr. Mailhott to approve the retirement calculations. ALL IN FAVOR.

The following retirement re-calculation have been prepared for the Board's approval according to statute:

Simard, Catherine – Cook Manager – retired April 9, 2020 - \$22,587.48 per year.

Canty, Mark – Police Officer – retired July 1, 2020 - \$49,040.28 per year.

Motion was made by Mr. Mailhott and seconded by Ms. Boronski to approve the retirement re-calculation. ALL IN FAVOR.

The following Refund Applications have been prepared for the Board's approval according to statute:

Comtois, Matthew – Police Officer – resigned October 11, 2017 – total refund \$1,217.33.

Rodriguez, Frances – Library Assistant – terminated March 21, 2019 – total refund \$4,560.42.

Vieau, Kyle, Water Labor Maintenance – resigned March 16, 2018 – total refund \$1,506.01.

Motion was made by Ms. Boronski and seconded by Ms. Riley to approve the refund applications. ALL IN FAVOR.

The following transfers have been prepared for the Board's approval according to statute:

Fitzgerald, John – Associate Solicitor – transferred to Westfield Retirement System - \$12,428.13.

Kareta, Jaclyn – Senior Clerk/Typist – transferred to Hampshire County Retirement System -

August 27, 2020

563

\$27,230.33.

Spencer, Tammy – Sanitarian – transferred to Hampden County Regional Retirement System - \$61,138.90.

Motion was made by Mr. Ference and seconded by Ms. Riley to approve the transfers. ALL IN FAVOR.

Medical Panel Appointments – As we have discussed at the May monthly board meeting PERAC had to cancel approximately 170 examinations due to the COVID-19. The Disability Staff at PERAC notified all applicants. In order to keep this moving forward they have decided to use Telemedical or Teleconferencing for examinations. All parties have to agree to this. The applicant, the employer and the board will have to sign a waiver allowing these exams to go forward with this way. The applicant will have to have the proper equipment in their home allowing them to meet with the physicians this way. Once this is completed – if the physician does not feel that they obtained the proper information they will contact PERAC to reschedule when it is deemed safe. This is strictly voluntary to do this by telemedical – the board, the applicant or the employer can say that they do not agree with this way and scheduling will wait until it is deemed safe to move forward.

At the meeting in May no action was taken on this as the Board decided to review these request on a case by case basis.

At this time, PERAC is requesting that the Board decide if they will to have Sarah Fisher, Scott Hammon and Frank Myers participate in Telemedical examinations.

Ms. Fisher – has not been scheduled to appear in front of a medical panel. The board needs to vote whether or not they wish to have Ms. Fisher participate in the Telemedical examinations or in person examinations.

A motion was made by Mr. Mailhott and seconded by Mr. Ference to have Ms. Fisher be seen by three separate doctors and not via telemedical examinations. ALL IN FAVOR.

Mr. Myers – has not been scheduled to appear in front of a medical panel. The board needs to vote whether or not they wish to have Mr. Myers participate in the Telemedical examinations or in person examinations.

A motion was made by Ms. Riley and seconded by Ms. Boronski to have Mr. Myers be seen by three separate doctors and not via telemedical examinations. ALL IN FAVOR.

Mr. Hammon – has been seen by two orthopedic doctors and needs to be seen by one more in order to have the opinion of three medical individuals. The two orthopedic doctors that have already had the opportunity to meet with Mr. Hammon have both agreed that he has a work

related issue and that he is not able to return to work as his job duties suggest.

A motion was made by Mr. Mailhott and seconded by Mr. Ference to allow Mr. Hammon's third appointment be by telemedical examination and he does not have to go in person.

ALL IN FAVOR.

The Director will make sure all of this information is passed on to PERAC and that the necessary paperwork is submitted to PERAC.

PERAC INVESTMENT REPORT FOR 2019

Enclosed in this packet is a copy of the 2019 PERAC Investment Report. Also enclosed is the information on a spreadsheet that the Assistant Director compiled comparing the different boards, their returns and their funding ratio. Also is a copy of a report that Attorney Sacco's office provided each board with as well.

ELECTION

Election Officer – an election officer needs to be appointed for the December 4, 2020 Election of the Second (2nd) Elected Board Member in order for the Board to proceed with holding an election in December.

A motion was made by Ms. Riley and seconded by Ms. Boronski to nominate Lidia Rodriguez as the Election Officer for the December Election. ALL IN FAVOR.

Due to the Covid-19 Pandemic that is still going on, this year's election needs to be done completely by mail. We will not be allowing anyone to enter the building to vote for a candidate as we have done in the past. Therefore, all envelopes will need to be filled out properly and postmarked no later than December 4, 2020.

After a discussion a motion was made by Mr. Ference and seconded by Ms. Riley to hold this year's December 4, 2020 election entirely by mail. ALL IN FAVOR.

Election for the Second (2nd) Elected Board Member Schedule

The following Schedule needs to be approved by the Board in order to hold an election for the Second Elected Member if necessary:

September 4, 2020 – Election Notice Go Out to All Members & Retirees

September 4, 2020 – Nomination Papers Available

October 21, 2020 – Deadline for Filing Nomination Papers

November 16, 2020 – Ballots will be mailed out if necessary to all members & retirees

December 4, 2020 – Election

December 7, 2020 – Post Results

A motion was made by Ms. Boronski and seconded by Mr. Ference to adopt the above mentioned schedule for the Second Elected Board Member. ALL IN FAVOR.

Retirement Application – enclosed in each packet is a copy of the Superannuation Retirement Application that each member MUST fill out prior to retiring. Please note the different forms that also must be filled out along with the information that everyone is given regarding the WEP and GOP.

PERAC Classes – the following is a list of classes that PERAC is offering that are worth three (3) credits each:

September 3, 2020 MACRS – Legal Panel at 10:00 a.m.
September 17, 2020 Emergency Issues at 10:00 a.m.
September 23, 2020 Post Retirement Employment & other FAQs at 10:00 a.m.

If you need credits now is the time to sign up for this online classes. Registration is through Prosper, if you have a problem registering please contact the office so they can do it for you.

Schedule for Board Meetings for 2019 – all Thursdays except when noted - September 24, 2020, ****October 22, 2020, ****November 19, 2020 and December 17, 2020.

** denotes when an investment manager will be in attendance at a meeting

Location of meetings for the remainder of the year:

September 24th – City Council Chambers
October 22nd – Law Office Conference Room
November 19th – City Council Chambers
December 17th – City Council Chambers

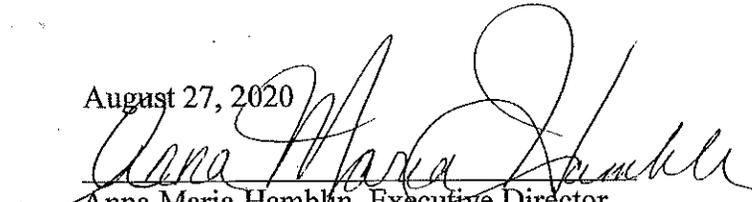
REPORTS AND NOTICES:

Bank Statements – June 2020
Accounting Books – February, March & April 2020

A motion was made by Ms. Boronski and seconded by Mr. Mailhott to adjourn the meeting at 10:59 a.m. ALL IN FAVOR.

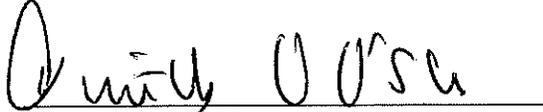
August 27, 2020

566

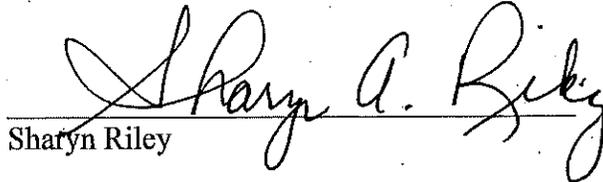


Anna Maria Hamblin, Executive Director

APPROVED: BOARD OF RETIREMENT



Timothy O. O'Shea



Sharyn Riley



Paul Mailhott

Debra Boronski

David Ference