

Minutes of the Chicopee Retirement Board monthly meeting held on July 24, 2019 at 8:30 a.m. at the RiverMills Senior Center.

Present: Members Ference, Mailhott, Boronski, and O'Shea

Absent: Member Riley

Also in attendance: Francesco Daniele, PRIM

The Chairman called the regular meeting to order at 8:37 a.m.

A motion was made by Mr. Ference and seconded by Mr. Mailhott to accept and approve the Minutes of the Regular Meeting dated June 19, 2019 and the Executive Session Meeting that was held on June 19, 2019. The minutes will be placed on file. ALL IN FAVOR.

A motion was made by Ms. Boronski and seconded by Mr. Mailhott to approve the monthly expense warrant #07242019, refund warrant #07252019 along with payroll warrant #06282019. ALL IN FAVOR.

Executive Session

A motion was made by Ms. Boronski and seconded by Mr. Ference to enter into Executive Session at 8:34 a.m. as per M.G.L. Chapter 30A Section 21 for the purpose of discussing an Involuntary Accidental Disability Application. A roll call vote was taken: Mr. Ference "yes", Mr. Mailhott "yes", Ms. Boronski "yes" and Mr. O'Shea "yes".

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

Executive session concluded at 8:43 a.m.

PRIM Managers Update – Francesco Daniele from PRIT was in attendance at this month's board meeting to update the Board Members with the results of the first quarter as of March 30, 2019. Mr. Daniele gave each member a booklet showing the results of the first quarter, along with paperwork showing the PRIT Fund Dual Objective. The Board thanked Mr. Daniele for attending.

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

1. Franzuas L. Madera – Group #1 – School
2. Keith M. White – Group #1 – Parks
3. Madeline J. O'Connor – Group #1 – Library
4. Glen Betournay – Group #1 – CEL
5. Hollis Greenspan – Group #1 – COA
6. Joseph Lewis – Group #1 – School
7. Jacob Hilton – Group #4 – Fire
8. Drew Brzoska – Group #4 – Fire

9. Brian Bushey – Group #4 – Fire
10. Kody Anischik – Group #4 – Fire
11. Nathan Carvalho – Group #4 – Fire
12. Michael Patnaude – Group #4 – Fire
13. Kyle Abt – Group #4 – Fire
14. Kimberly Thieme – Group #1 – School
15. Charles Vatter – Group #1 - DPW

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

The following Members applied for Superannuation Retirement according to statute:

Rosen, Michael H. – Chicopee Electric – Computer Support Specialist – wishes to retire on July 31, 2019 with 29 years of service.

Russell, Steven L., - School Department – Custodian – wishes to retire on August 2, 2019 with 27 years of creditable service.

Pronovost, Barbara J., Library – Youth Service Specialist – wishes to retire on August 28, 2019 with 20 years and 1 month of service.

Williams, Leslee - School Department – Paraprofessional – wishes to retire on October 31, 2019 with 25 years of creditable service.

A motion was made by Mr. Mailhott and seconded by Ms. Boronski to approve the above mentioned Retirement Applications. ALL IN FAVOR

Involuntary Accidental Disability Application

Gagnon, Able J. – Fire Chief Desmarais filed an Involuntary Disability Application on behalf of Lieutenant Gagnon for injury that he sustained to his left shoulder during an incident on November 13, 2017. The Board received the three member medical panel back answering yes to all three questions stating that he is unable to perform the duties of Fire Lieutenant and his injury is likely to be permanent and that such injury sustained is of which retirement is claimed.

After a discussion a motion was made by Mr. Mailhott and seconded by Ms. Boronski to accept the Medical Panels Findings and to approve the Involuntary Accidental Disability Application for Mr. Gagnon and forward the necessary paperwork to PERAC for their approval. ALL IN FAVOR.

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

Armbruster, Sandra – School Department – retired June 30, 2019 - \$7,732.80 per year
Clark, Jerald – Electric Light – retired June 21, 2019 - \$53,165.52 per year
Croteau, Jean – City Hall Maintenance – retired July 12, 2019 - \$51,852.48
Lafleur, Melissa – School Department – retired June 28, 2019 - \$12,411.96 per year
Messenger, Ann – City Clerk's Office – retired July 9, 2019 - \$33,187.56 per year
Perry, Morris – DPW – Highway – retired June 28, 2019 - \$39,210.96 per year
St. Onge, Debra – School Lunch – retired April 30, 2019 - \$5,241.24

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

The following Refunds were prepared for the Board's approval according to statute:

Lovely, Michael – DPW – Laborer – terminated January 3, 2019 total refund \$53,946.14
Roux, Bonnie – Treasurers Office - Payroll – terminated June 10, 2016 total refund \$9,168.08
Stasiowski, Danielle – School Department – Asst. Teacher – resigned November 7, 2018 total refund \$22,546.00

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

Coverage/Pension – After the recent audit that was completed by PERAC, we were told that pension deductions needed to be taken out whenever a paraprofessional had coverage, summer school, bus monitors, crossing guards and noon mothers pay when they were working a total of 20.25 hours or more per week.

A paraprofessional from Chicopee Academy submitted her paperwork to retire on June 30, 2019 with 26 years and 5 months of creditable service. An estimate was not requested when she filed the paperwork, in fact her last estimate was done in 2018. Now that she is off of the payroll, we found that she had coverage time from 2001 to 2019 and needs to submit a payment to the Retirement Board in the amount of \$2,175.56. We contacted the retiree and she is very upset. She does not have the funds to pay this back and she does not feel that it is her fault so she should not have to pay for it. Enclosed please find a letter that she submit to our office asking for the Board to waive this amount

We contacted PERAC to ask their opinion -- they stated that she needed to pay this amount or the board could waive it. She will get monies towards her salary average but no additional amount in her annuity savings if it is waived. The other option is if we follow the Vatalero Case and have monies deducted from her pension check monthly until this amount if paid in full. (the

board suggested that no more than \$100 per pension check should be deducted). The Executive Director will contact Attorney Sacco to find out the details of this case and to discuss how we should handle this. The Board does not wish to waive this amount as it will set an example when other cases come forward.

The Board discussed how we should handle this going forward. This is going to be a lengthy process but we need to go back and look at all active school members and figure out if they owe us monies. This way when they go to retire we will not have this problem and we will be able to make these individuals go through the makeup process now rather than later.

After a discussion a motion was made by Ms. Boronski and seconded by Mr. Ference to contact Attorney Sacco regarding this matter and to handle this matter according to law. ALL IN FAVOR.

Election Policy - The Chicopee Contributory Retirement System shall implement the following policy related to the election for the first and second elected members of the Retirement Board:

Any candidate that wishes to conduct a direct mailing to the active and/or retired members of the Chicopee Contributory Retirement System may do so by providing to the Retirement Board Staff postcards or envelopes, with postage prepaid, at least seven (7) days prior to the election. The staff will affix address labels to the postcards or envelopes, as they may be, and mail them within three (3) days of receiving such postcards or envelopes, excluding weekends and holidays. The Board must be provided with a copy of the contents of any postcard or envelope to be mailed to the active and retired members by any candidate that utilizes this process.

Labels must be paid for and the lowest paid position in the office must be paid for the time it takes to complete this project before the envelopes/postcards will be put in the mail.

No poster, card, handbill, placard, picture or circular intended to influence the action of the vote shall be posted, exhibited, circulated or distributed in the polling place, or within twenty (20) feet from the entrance door to such polling place.

Any questions or concerns regarding the election process must be brought to the Election Officer, who shall determine all matters relating to the election. Any person aggrieved by a determination made by the Election Officer may appeal to the Board.

A motion was made by Mr. Mailhott and seconded by Mr. Ference to approve of this Supplemental Election Regulation/Policy and send the information to PERAC for their review. ALL IN FAVOR.

PERAC Audit – A copy of the response that was submitted to PERAC regarding the 2014-2017 Audit findings that was submitted by the Director is enclosed in this packet for your review.

July 24, 2019

504

Also included in this packet is the completed Audit Report we received from PERAC for your files.

SEI – Stone Consulting, Inc. is currently working on the GASB report for the City and had requested the target asset allocation and long-term expected rates of returns from SEI Investments. A copy of the information is enclosed in this packet for your review showing the information that was sent to Stone Consulting from SEI.

PERAC's 15th Emerging Issues Forum – will be held on Thursday, September 12, 2019 from 9 a.m. to 3 p.m. at the College of the Holy Cross in Worcester, MA. Please let the Director know if you wish to attend so she can register you on line. The Director and her Assistant would also like to attend this Forum.

A motion was made by Ms. Boronski and seconded by Mr. Ference to allow the Director and the Assistant Director to attend this Forum. ALL IN FAVOR.

Schedule for Board Meetings for 2019 – all Thursdays except when noted - August 22nd, **September 26th, October 24th, **November 21st, ** December 19, 2019, January 23, 2020, February 27, 2020, March 26, 2020, April 23, 2020, May 28, 2020, June 25, 2020, July 23, 2020, August 27, 2020, 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.

REPORTS AND NOTICES:

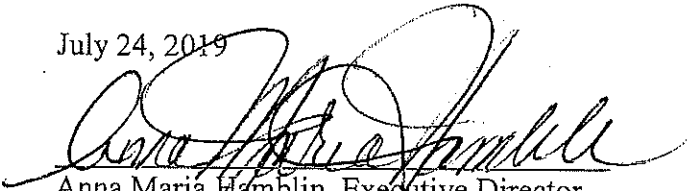
- Treasurer's Office – cash receipts – June
- Cash Books for March
- PERAC Memo #19/2019 3rd Quarter Training
- Copy of letter to Maureen Charron regarding 90C increases
- Copy of letter to PERAC updating supplemental regulations

The reports were reviewed and placed on file.

A motion was made by Ms. Boronski and seconded by Mr. Ference to adjourn the meeting at 9:50 a.m. ALL IN FAVOR.

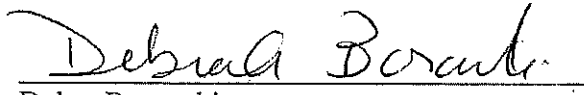
July 24, 2019

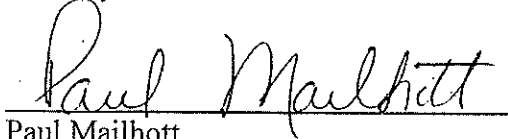
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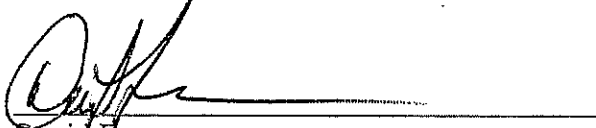

Anna Maria Hamblin, Executive Director

APPROVED: BOARD OF RETIREMENT


Timothy O. O'Shea


Debra Boronski


Paul Mailhott


David Ference