

**Swampscott Retirement Board
Meeting Minutes
January 25, 2022**

A meeting of the Contributory Retirement Board was held in the first-floor conference room of Town Hall on Tuesday, January 25, 2022.

Attendance:

Chair Thomas Driscoll, Jr., Vice Chair John F. Behen, Kevin F. Breen and Robert Powell, III.

Guests: James Snow

The meeting was called to order by the Vice Chairman at 8:07 am.

Minutes

The Board voted unanimously on a motion made by Kevin Breen and seconded by Vice Chair Behen to approve the following meeting minutes:

- November 23, 2021

The Board voted unanimously on a motion made by Kevin Breen and seconded by Vice Chair Behen to approve the following meeting minutes:

- November 23, 2021, Executive Session

The Board voted unanimously on a motion made by Kevin Breen and seconded by Vice Chair Behen to approve the following meeting minutes:

- December 21, 2021

Acceptance of New Member Enrollments

The Board voted unanimously on a motion made by Robert Powell and seconded by Kevin Breen to approve the following new members:

- Peter Grocki – SHA DOH 11/8/2021
- Kristen Williams – TWN Customer Service DOH 1/30/2022
- Lisa Coult – SPS HR Manager DOH 1/18/2022
- Amanda Low – SPS Long Term Sub DOH 01/3/2022
- Karol Feliz -SHA Administrative Asst DOH 01/01/2022

Retirements

The Board voted unanimously on a motion made by Robert Powell and seconded by Vice Chair Behen to approve the following retirement(s):

- Ann Nechem, Library Assistant, 47 years Option A

Deaths

The following death was noted:

- Betty Lou Pop - DOD 1/9/2022 Option B Former SPS employee

Administrative Reports Put on File:

The following administrative reports were put on file:

- PERAC Memo #32 Cybersecurity
- PERAC Memo #33 Tobacco list
- PERAC Memo #34 Disability Data
- PERAC Memo #35 Annual Review of Medical Testing Fee
- PERAC Memo #1 Fraud Attempt
- PERAC Memo #2 Limits under Chapter 46 of the Acts of 2002
- PERAC Memo #3 Limits under Section 23 of Chapter 131 of the Acts of 2010
- PERAC Memo#4 & 4A COLA Notice
- PERAC Memo #5 Interest Rate
- PERAC Memo #6 Mandatory Training
- Notice of Appeal/Sheila Armstrong

Expenses/Financials:

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Kevin Breen to approve the following:

- Expense Warrant 12/2021A \$80.71

The Board voted unanimously on a motion made by Kevin Breen and seconded by Robert Powell to approve the following:

- Expense Warrant 01/2022 \$162,037.38

The Board voted unanimously on a motion made by Robert Powell and seconded by Kevin Breen to approve the following:

- Payroll Warrant 01/31/2022 \$600,561.79

The Board voted unanimously on a motion made by Kevin Breen and seconded by Robert Powell to approve the following:

- People's Transfer to MM Account \$650,000.00

The Board voted unanimously on a motion made by Kevin Breen and seconded by Vice Chair Behen to approve the following:

- PRIM Transfer to People's Bank \$750,000.00

November financials were reviewed; cash receipts, disbursements adjustments, trial balance & bank reconciliations.

Transfers/Refunds/Rollovers

The Board voted unanimously on a motion made by Robert Powell and seconded by Kevin Breen to approve the following refund:

- Anne Keto – Former SPS Tutor 4 mos.

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Kevin Breen to approve the following death refund:

- George Fitzhenry – former SPS Custodian DOD 5/21/21 (Beneficiary Janet)

Buyback/Makeup Requests

None

Old Business

None

New Business:

None

Executive Session

At 8:19am the Board voted unanimously on a motion made by Kevin Breen and seconded by Robert Powell to enter into Executive Session in accordance with MGL, to discuss the reputation, character, physical condition, or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. (Section 9 Accidental Death Benefit hearing) and to return to open session. A roll call vote was taken, Driscoll "I", Behen "I" Breen "I" and Powell I.


At 8:31am the Board voted unanimously on a motion made by Kevin Breen and seconded by Robert Powell to exit Executive Session and to return to Open session. A roll call vote was taken, Driscoll "I", Behen "I" Breen "I" and Powell I.

Adjournment

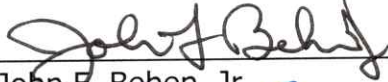
The Board voted unanimously on a motion made by Vice Chairman Behen and seconded by Robert Powell to adjourn the meeting at 8:35am.

Respectfully submitted,

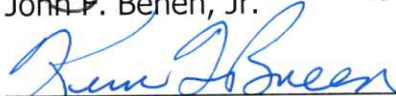
Nancy A. Lord
Retirement Administrator



Thomas H. Driscoll, Jr., Esq. Chair, Appointed




John F. Behen, Jr. Vice-Chair, Elected Member



Kevin F. Breen Elected Member



Robert J. Powell, III Appointed Member



Amy Sawa Ex-Officio