

**Swampscott Retirement Board  
Meeting Minutes  
October 27, 2020**

A meeting of the Contributory Retirement Board was held via Zoom conference call on Tuesday, October 27, 2020.

Attendance – Chair, Thomas Driscoll, Jr., Vice Chair, John Behen Jr., Kevin Breen, Robert Powell, and Amy Sarro.

The meeting was called to order by the Chairman at 8:02 am.

**Approve Minutes**

The Board voted on a motion made by Kevin Breen and seconded by Vice Chair Behen to approve the meeting minutes of September 22, 2020.

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

**Acceptance of New Member Enrollments**

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Robert Powell to approve the following new member enrollments:

- Amanda Mulcahy-SPS-Occupational Health Nurse-DOH 9/22/2020
- Richard Baldacci-TWN-Building Commissioner-DOH 10/19/2020
- Kristen Baldacci-SPS-Administrative Assistant-DOH 10/21/2020
- Sandra Field-SPS-Long Term Substitute-DOH 8/31/2020
- Melissa Patti-SPS-ABA Tutor-DOH 10/16/2020

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

**Retirements:**

The Board voted unanimously on a motion made by Amy Sarro and seconded by Kevin Breen to approve the following retirements:

- Linda Paster – TWN-Clerk -22.5 years

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

**Expenses/Financials:**

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

- A/P Warrant                      10/2020                      \$137,514.40

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

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

- Payroll Warrant 10/30/2020 \$575,301.79

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

The Board reviewed the August 2020 financials.

**Administrative Reports Put on File:**

- PERAC Memo #29 Mandatory Retirement Board Member Training
- PERAC Memo #30 Compliance with 2019 91A Process
- PERAC Memo #31 Appropriation Data Due
- PERAC Memo #32 Allowable Earnings Determination

**Buybacks and Makeups:**

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

- Steven Vousboukis-TWN-Custodian-Make-Up Request (1 year 3 months) correction (was previously given 9 months in error should be 15 months total)

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

**Transfers, Refunds Rollovers**

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

- Edy McAndrews, SPS-Former Long-Term Sub-Transfer to MTRS-4 mos.

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

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

- Tony Wyman, SPS-Former HR Director-Transfer to State-2.41 yrs.

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

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

- Maureen Shultz, TWN-Former Com. Dev. Business Mgr.-Transfer to Essex Regional 18.41yrs

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

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

- Tracy Rowel, SPS-Former Tutor-Transfer to Barnstable-2.83 yrs.

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

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

- Annette Alex-SPS-Former Cafeteria-Refund of Deductions-7.75 yrs.

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

### **Old Business**

#### *COLA Article for Fall Town Meeting*

The Board discussed strategy & preparation for presenting on the COLA article at the upcoming Town Meeting.

### **New Business:**

#### *Budget*

The preliminary budget was reviewed by the Board.

### **Administrator Updates:**

#### *Disability Application*

The Administrator informed the Board that the Medical Panels have been scheduled for Glenn Grabau.

#### *91A Compliance*

The Administrator informed that Board that four disability retirees are currently listed as non-compliant for not completing their statement of earned income to PERAC. The administrator has been in contact with all four retirees. If they do not comply, the Board will need to schedule a hearing to begin termination of benefits.

#### *Election Results*

The Administrator informed the Board that the deadline had passed to take out nomination papers to for the upcoming election for the second elected member position on the Board. Mr. Behen was the only one who took out nomination papers. Mr. Behen will be placed on the next month's agenda to be declared the winner.

### **Adjournment:**

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Amy Sarro to adjourn the meeting at 9:15am.

A roll call vote was taken Driscoll "I", Behen "I", Breen "I", Powell "I" and Sarro "I".

Respectfully submitted,

Nancy A. Lord  
Retirement Administrator

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

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

\_\_\_\_\_ Elected Member  
Kevin F. Breen

\_\_\_\_\_ Appointed Member  
Robert J. Powell, III

\_\_\_\_\_ Ex-Officio  
Amy L. Sarro