Swampscott Retirement Board Meeting Minutes March 24, 2020

A meeting of the Contributory Retirement Board was held via WebEx conference call on Tuesday March 24, 2020.

<u>Attendance</u> – Chair, Thomas H. Driscoll, Jr., Vice Chair John F. Behen, Jr., Kevin Breen & Robert Powell.

The meeting was called to order by the Chairman at 8:04am.

Approve Minutes:

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Robert Powell to approve the meeting minutes of February 27, 2020.

New Members:

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

- Thomas Pitman-Firefighter DOH 3/2/2020
- Christopher Cameron-Firefighter DOH 3/1/2020

Administrative Reports Put on File:

- PERAC Memo #13 Updated Forms on PERAC Website
- PERAC Memo #14 Required Minimum Distribution: Still Age 70 1/2
- PERAC Memo #15 Coronavirus Contingency Plan
- PERAC Memo #16 Coronavirus update

Expenses/Financials:

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

• A/P Warrant 03/2020 \$235,637.62

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

• Payroll Warrant 03/312020 \$543,760.86

Refunds, Transfer, Rollovers:

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

• Denise Firicano – Refund-deductions taken in error (MTRS retiree)

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

• Christopher Fagone – Refund-Former School Custodian, 4.75 years

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

• Matthew Donovan-Refund-Former School Custodian, 25 years

New Business:

Warrant Article-COLA

The Board will submit an article for the proposed COLA increase to base. Robert Powell expressed that he thought it would be helpful to have Lisa VanDermark from Segal present at Town meeting as well as Greg McNeillie from DAHAB.

Given the COVID 19 virus it was discussed having the Administrator work from home.

Executive Session:

At 8:30am, The Board voted unanimously on a motion made by Robert Powell and seconded by Kevin Breen to enter Executive Session to discuss an application for Disability Retirement and not to return to Open session. A roll call vote was taken. Driscoll "I", Behen "I", Breen "I" and Powell "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