

**Swampscott Retirement Board  
Meeting Minutes  
June 22, 2021**

A meeting of the Contributory Retirement Board was held in the first-floor conference room in the Administration Building, 22 Monument Avenue, Swampscott MA on Tuesday, June 22, 2021.

Attendance – Chair, Thomas Driscoll, Jr., Vice Chair, John Behen Jr., Kevin Breen, Robert Powell (at 8:13), and Amy Sarro.

The meeting was called to order by the Vice Chairman at 8:05 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:

- May 25, 2021

**Acceptance of New Member Enrollments**

- None

**Retirements**

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

- Lori Lavoie, SPS, ESP DOR 6/18/2021 (30 years 6 months)
- Lita Zuchero, SPS, Tutor DOR 6/18/2021(14 years 11 months)
- Janice Calichman, SPS Administrative Assistant DOR 7/2/2021 (25 years 11 months)
- Ronald Madigan, SPD, Police Chief DOR 7/15/2021 (41 years 2 months)
- Yvonne Connelly, SPS Extended Day Aide 7/6/2021 (28 years 5 months)

**Deaths**

- Susan Garcelon, Retired SPS Administrator-DOD 6/4/2021

**Administrative Reports Put on File:**

- PERAC Memo #16 – Coronavirus Reopening

**Expenses/Financials:**

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

- A/P Warrant 06/2021                      \$269,914.32

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

- Payroll Warrant 06/30/2021              \$584,670.62

The Board reviewed the April 2021 Financials.

### **Transfers/Refunds/Rollovers**

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

- Ashley Tinkham, SPS, HR Coordinator – Refund \$2,330.18 (8 months)

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

- Derek Nelson, SPS, ESP – Refund \$1,496.29 (11 months)

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

- Danielle O’Shea, SPS Tutor – Refund \$20,874.65 (8 years 4 months)

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

- Crystal Lopez, SPS Admin. Asst – Refund \$14,433.85 (3 years 8 months)

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

- Keith Bogardus – SPS Custodian – Refund \$10,155.73 (3 years 6 months)

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

- Julie DeLillo – TWN HR Director – Rollover \$27,915.70 (2 years 1 month)

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

- Kristen Baldacci, SPS Admin. Asst. – Rollover \$3,120.58 (7 months)

### **Buyback/Makeup Requests**

- None

### **Old Business**

#### *Section 9 Accidental Death Benefit Application – J. Champion Vote for Reconsideration*

The Board discussed its previous decision to deny Section 9 Accidental Death Benefits to deceased retiree Dan Champion’s spouse, Jayne. Vice Chair Behen discussed both the Bell and Robinson cases in support of requesting a medical panel to review Mr. Champion’s medical records. The Board acknowledged it was a difficult case and agreed it was best to request a medical review with PERAC to see if there was a causal relationship between the cause of death and the disability.

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Robert Powell to move for reconsideration of its previous vote denying the Section 9 Accidental Death Benefit application of Jayne Champion.

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Kevin Breen to send the Section 9 Accidental Death Benefit application of Jayne Champion to PERAC for the convening of a single physician medical panel to conduct a record review.

### **New Business**

#### *Administrator's Contract*

Board members Vice Chair Behen and Kevin Breen were charged with the renegotiation of the Administrator's contract due to expire 6/30/2021. Mr. Breen explained to the Board members that a comparison of like communities was reviewed inclusive of salaries and felt that the contract proposed was fair and equitable. After a brief discussion, the Board voted unanimously on a motion made by Vice Chair Behen and seconded by Kevin Breen to renew the Administrator's contract as proposed in the MOU (on file in the Retirement office). Ms. Lord agreed to the language in the MOU as well. Ms. Lord thanked the Board for their continued support and guidance.

### **Administrator Updates**

The Administrator informed the Board that she had received Glenn Grabau's calculation of benefits approval from PERAC. Retro payment will be calculated back to the original retirement date of 6/30/2019 offset by his workers compensation payments received.

### **Adjournment**

The Board voted unanimously on a motion made by Robert Powell and seconded by Vice Chair Behen to adjourn the meeting at 9:03am.

Respectfully submitted,

Nancy A. Lord  
Retirement Administrator

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Chair, Appointed

Thomas H. Driscoll, Jr., Esq.

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Vice-Chair, Elected Member

John F. Behen, Jr.

\_\_\_\_\_  
Elected Member

Kevin F. Breen

\_\_\_\_\_  
Appointed Member

Robert J. Powell, III

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Ex-Officio

Amy L. Sarro