

**Swampscott Retirement Board  
Meeting Minutes  
August 24, 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, August 24, 2021.

Attendance – Chair, Thomas Driscoll, Jr., Vice Chair, John Behen Jr., Kevin Breen, Robert Powell (8:06), and Amy Sarro.

Guests: Greg McNeillie-DAHAB  
Time Smyth, Attorney (@ 8:20am)

The meeting was called to order by the Vice Chairman at 8:00 am.

**Welcome**

- Tanya Shallop, Human Resources Director(cancelled)

**Performance Review**

- Greg McNeillie (moved out of order)

**Minutes**

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

- July 20, 2021

**Acceptance of New Member Enrollments**

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

- Michael Hurton, SPS Tutor - DOH 8/30/2021
- Laurie Coombs, SPS ESP - DOH 8/30/2021

**Retirements**

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

- Dennis Davison SPS Custodian – 18 yrs. 10mos DOR 9/1/2021

**Deaths**

- None

**Administrative Reports Put on File:**

- PERAC Memo #21 Cost of Living for Dependent allowance
- PERAC Meme #22 Reinstatement to Service
- PERAC Memo #23 Prosper Tasks
- PERAC Memo #24 Amendment to GL 32, Section 100

**Expenses/Financials:**

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

- A/P Warrant 08/2021                      \$21,744.21

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

- Payroll Warrant 08/31/2021              \$602,368.14

The Board reviewed the June 2021 financials - bank statements, cash receipts, disbursements, adjustments, and trial balance.

**Transfers/Refunds/Rollovers**

The Board voted unanimously on a motion made by Kevin Breen and seconded by Vice Chair Behen to take all the transfers, refunds, rollovers in one vote.

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

- Jeremy Lejeune – Transfer to Marblehead – Former Benefits Administrator – 1yr 6mos - \$6,602.52
- Holly DeHaan – Transfer to MTRS - Former SPS Tutor – 2.5 yrs. (1yr Swampscott) - \$9,441.56
- Briana O'Neill – SPS Former Academic Tutor – Rollover - \$2,283.82

**Buyback/Makeup Requests**

- None

**Performance Review**

DAHAB Consultant, Greg McNeillie met with the Board to review the 4th Quarter Performance Report of the System for the period ending June 30, 2021. On June 30th,

2021, the Swampscott Retirement System's Total Portfolio was valued at \$79,918,214, representing an increase of \$2,934,504 from the March quarter's ending value of \$76,983,710. The full report is on file in the Retirement office. The Board informed Mr. McNeillie that the FY '22 appropriation was received from the Town. Mr. McNeillie instructed the Administrator to have the monies wired to the General Allocation fund.

### **Executive Session**

At 8:38am the Board moved to go into Executive Session to discuss an application for Disability Retirement as well as two (2) Section 9 Accidental Death Medical Reviews. Driscoll "I", Behen "I", Breen "I", Powell "I", Sarro "I".

The Chair stated that the Board would reconvene in Open Session.

### **Old Business**

Reserve Service-Vice Chair Behen Reported

Two current Swampscott police officers have inquired about their reserve service while members of the Essex County Regional Retirement System.

The first individual, Lt. William Waters, worked as a reserve police officer for the Town of Nahant from 1989 to 1991. Mr. Waters did not purchase nor was he credited for his reserve time in the ERRS for those years. He is now interested in purchasing that reserve service.

The second individual, Sgt. Michael Bowden, worked as a reserve police officer for the Essex County Sheriff's department from 5/19/1990 to 12/31/1990 prior to becoming fulltime at the Sheriff's Department on 1/1/1991. Mr. Bowden purchased his reserve time in 1991 but he was only credited with four (4) months of creditable service from ERRS.

The Board will send attorney Sacco a letter requesting his opinion on the following:

In Mr. Waters case, which System must accept liability if Mr. Waters purchases his reserve time from 1989 to 1991? If ERRS does not accept the liability, are we able to accept the liability under our supplemental regulations? Lastly, what is the formula to determine the amount owed?

In Mr. Bowden's case, will ERRS need to re-calculate the amount of creditable service he was given in accordance with the Gomes decision?

### **New Business**

#### **Administrator Updates**


None

#### **Adjournment**

The Board voted unanimously on a motion made by Vice Chair Behen and seconded by Amy Sarro to adjourn the meeting at 9:35am.

Respectfully submitted,

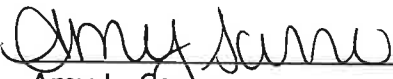
Nancy A. Lord  
Retirement Administrator

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

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

  
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Kevin F. Breen Elected Member

  
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Robert J. Powell, III Appointed Member

  
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Amy L. Sarto Ex-Officio