

**Swampscott Retirement Board
Meeting Minutes
September 22, 2020**

A meeting of the Contributory Retirement Board was held via Zoom conference call on Tuesday, September 22, 2020.

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

Guests – Irma Chez, Housing Director.

The meeting was called to order by the Vice Chairman at 8:10am.

FY' 21 Appropriation Housing Authority

The Board met with Irma Chez, Director of the Swampscott Housing Authority (SHA). Ms. Chez informed the Board that the second half of the SHA FY'21 appropriation due on July 1 had been paid the week prior. The Board reminded Ms. Chez that in the future the full appropriation payment is due on 7/1.

Approve Minutes

The Board voted on a motion made by Kevin Breen and seconded by Amy Sarro to approve the meeting minutes of August 25, 2020.

A roll call vote was taken Breen "I", Powell "I" and Sarro "I". Vice Chair Behen abstained. Voted 3-0 with 1 abstention.

Acceptance of New Member Enrollments

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

- Ashley Tinkham-TWN-HR Coordinator DOH 9/14/2020

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

Retirements:

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

- Donna Beatrice-SPS ESP-23 yrs-DOR 7/15/2020
- Paul Bartram-SPD Lieutenant-33 yrs 10 months-DOR 9/15/2020
- Mary Foucht-SPS Administrative Assistant-49 yrs 3 mos-DOR 9/30/2020

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

Deaths

The following deaths were noted:

- Rita Benedetto-Retired SPS Cafeteria-DOD 8/28/2020
- Carol Kehoe-Spouse of Deceased Retiree, Michael Kehoe-DOD 8/13/2020

Expenses/Financials:

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

- A/P Warrant 09/2020 \$36,476.80

A roll call vote was taken 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:

- Payroll Warrant 09/30/2020 \$563,730.48

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

The Board reviewed the July 2020 financials.

Administrative Reports Put on File:

- PERAC Memo #27 Regular Compensation and Creditable Service
- PERAC Memo #28 Tobacco Company List

Buybacks and Makeups:

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

- Beth Hurst-SPS-Former Teacher's Aide-Rollover \$1,364.38
- Danielle Bryan-SPS-Former Tutor-Rollover \$3,681.46

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

Application for Survivor Benefits:

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

- Steven Vousboukis-TWN-Custodian-Make-Up Request (9 months) upon proper payment to the System.

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

Old Business

COLA Article for Fall Town Meeting

The Board agreed to again place an article in the fall Town Meeting warrant relative to increasing the COLA base from 13k to 14k. The Article was originally slated for the May 2020 Town Meeting but due to COVID many warrant articles were removed in anticipation of a fall Town Meeting. The Board will prepare a handout for all Town Meeting members as well.

New Business

Overpayment of Beneficiary Allowance – F. Brown

After a review of Mr. Browns records, it was determined that he received an overpayment in the amount of \$1,956.28 for beneficiary allowance. Mr. Brown had requested that he be allowed to payback the monies due in installments of \$200 per month. The Board voted unanimously on a motion made by Kevin Breen and seconded by Robert Powell to allow Mr. Brown to repay the System \$200 per month (10 payments).

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

Pension Benefits Received After Death

The Administrator informed the Board that the two retirees who passed in August received their full allotment of pension since notice of death was discovered after payment was made. The Board will have the administrator contact the estate of both deceased members and request the overpayment of funds be returned to the System.

Discussion on ADR Retirements prior to 1994

ADR Retirements prior to 1994 were not provided an opportunity to select an option C benefit. There were 3 deaths in the past several months who were all retired under ADR retirements prior to 1994. The 3 surviving spouses are all eligible for a section 101 benefit which provides an annual benefit of 12k. The administrator will reach out to each spouse to see if they would like to apply for a section 9 death benefit as well. Section 9 death benefits may apply if it is determined there is a causal relationship between the cause of death and the disability that the member retired from and with approval from PERAC.

Adjournment:

The Board voted unanimously on a motion made by Robert Powell and seconded by Amy Sarro to adjourn the meeting at 9:3am.

A roll call vote was taken 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

Amy L. Sarro

Ex-Officio