

Winchester Retirement Board Meeting Minutes
April 25, 2023 Remote Participation Meeting

Pursuant to the Commonwealth's Open Meeting Law Chapter 30A, §20, and subject to the Executive Order issued by Governor Baker on June 16, 2021, the meeting of the Winchester Contributory Retirement Board was called to order with the following Members participating remotely: Stacie Ward, Ex-Officio; Robert A. Frary, Elected Member, Chair, Philip Ciampa, Elected Member, Michael Lucas, Appointed Member, Thomas J. Tracy, Fifth Member, Thomas Gibson, Gerald McDonough, Board Counsel's, Thomas Gibson Law Offices, Karen Manchuso, Board Administrator.

Members of the public were provided access to the meeting via a call-in-number.

Robert Frary called the meeting to order at 8:35 am.

The Board welcomed Gerry and Tom and asked them to update them on any legal matters.

Gerry began with the Travers excess earnings case. There have been no updates to report, the case is still pending a CRAB review.

Tom Gibson noted his pleasure that the Board was able to complete the process to approve the FY23 5% COLA at the last board meeting. He also mentioned the MACRS Annual Spring Conference being held June 4 through June 7, 2023, and encouraged anyone who can attend to do so.

Tom reminded the Board Members of the Statement of Financial Interest (SFI) mandate and if they have not already done so then they should log onto Prosper to get that completed.

Tom presented the Board with a "Draft" Supplemental Travel Regulation. He explained PERAC permits Board's to approve a supplemental travel regulation and submit it to PERAC for approval. The Administrator asked if Tom could work with the Board to get all the necessary policies and regulations updated and submitted to PERAC. Tom said he could review these at the June 20th Board Meeting.

Gerry and Tom left the meeting at 9:02 am.

Philip was on duty for the fire department and had a call out and left the meeting at 9:08 am.

On a motion by Stacie, seconded by Michael, the 2023 Annual Statement of Financial Condition will be tabled for the May 30 Board Meeting.

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward	Yes
Michael Lucas	Yes
Robert Frary	Yes
Thomas Tracy	Yes

A motion was made by Tom Tracy, seconded by Stacie a motion passed to allow Robert Frary to attend the MACRS 2023 Annual Spring Conference from June 4, 2023 through June 6, 2023. The Administrator will register Robert Frary and submit the registration fee on the May 31, 2023 Warrant. All expenses will be submitted for reimbursement according to the current travel policy once travel has been completed.

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward	Yes
Michael Lucas	Yes
Robert Frary	Yes
Thomas Tracy	Yes

A motion was made by Tom Tracy, seconded by Michael Lucas to approve the March 28, 2023 Regular Business Meeting Minutes as presented.

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward	Yes
Michael Lucas	Yes
Robert Frary	Yes
Thomas Tracy	Yes

A motion was made by Tom Tracy, seconded by Michael Lucas to approve the March 31, 2023 Retiree Payroll Warrant in the amount of \$848,746.27.

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward	Yes
Michael Lucas	Yes
Robert Frary	Yes
Thomas Tracy	Yes

A motion was made by Tom Tracy, seconded by Michael Lucas to approve the April 28, 2023 Expense Warrant as follows:

<u>Payee</u>	<u>Description</u>	<u>Amount</u>
Daniel Callanan	Erroneous Contributions	\$579.04
To: IRS	Federal Tax	\$144.76
Barnstable County Retirement	2022 3(8) C Payment	\$25,255.10
Boston Retirement	2022 3(8) C Payment	\$8,267.61
Concord Retirement	2022 3(8) C Payment	\$3,268.86
Essex Regional Retirement	2022 3(8) C Payment	\$6,510.08
Town of Winchester- Treasurer	March 2023 Service Reimbursement	\$10,417.44
Boston Retirement	2022 3(8) C Payment	\$4,151.21

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward Yes
Michael Lucas Yes
Robert Frary Yes
Thomas Tracy Yes

A motion was made by Tom Tracy, seconded by Michael Lucas to approve the April 30, 2023 transfers as follows:

<u>Name</u>	<u>Dept. / Position</u>	<u>Service</u>	<u>Amount</u>
Gail Clifford To: Newton Retirement Board	School / Educational Professional	3.0833	
Brendan Carroll To: IRS	School / Educational Professional Federal Tax	0.9167	\$879.46 \$219.87

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward Yes
Michael Lucas Yes
Robert Frary Yes
Thomas Tracy Yes

A motion was made by Tom Tracy, seconded by Michael Lucas to approve the following New Members:

<u>Name</u>	<u>Department/Position</u>	<u>Date of Hire</u>	<u>Group</u>
Ian Long	DPW / Custodian	03/13/2023	1
William O'Connor	School / Educational Professional	04/10/2023	1

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward Yes
Michael Lucas Yes
Robert Frary Yes
Thomas Tracy Yes

The Board regretfully acknowledges the death of Mary D. Jacobs on March 16, 2023 at the age of 99. Mary retired from the Winchester Public Schools on June 30, 1989 with more than 15 years of service.

The Board reviewed the following Memorandums and Correspondence:

- PERAC Memo # 11/2023 RE: Extension of Open Meeting Law Waiver
- PERAC Memo # 12/2023 RE: Forfeiture of Retirement Allowance For Dereliction of Duty

The next monthly board meetings will be:

- Tuesday, May 30, 2022 at 8:30 am - Virtual
- Tuesday, June 20, 2023 at 8:30 am - Virtual
- Tuesday, July 25, 2023 at 8:30 am - Virtual

On a motion by Tom Tracy, seconded by Michael Lucas, the Board voted to adjourn at 9:21 am.

ON THE ROLL CALL THE VOTE WAS AS FOLLOWS:

Stacie Ward	Yes
Michael Lucas	Yes
Robert Frary	Yes
Thomas Tracy	Yes

Respectfully submitted,

Karen Manchuso

Attest:

Stacie Ward, Ex-Officio

Michael Lucas, Appointed Member

Philip Ciampa, Elected Member

Robert Frary, Chairperson

Thomas J. Tracy, Fifth Member