

## Winchester Retirement Board Meeting Minutes

The meeting was called to order at 8:30 am on Tuesday, July 30, 2019 in the Mystic Valley Room located in the Winchester Town Hall.

Present: Stacie Ward, Ex-Officio  
George F. Morrissey, Chairman  
Robert A. Frary, Elected Member  
William G. Zink, Appointed Member

Also Present: Karen Manchuso, Administrator

Not Present: James B. Gray, Elected Member

The Board discussed the two proposals received for the legal RFP posted; one being from The Law Offices of Thomas F Gibson, and the other from Murphy, Hesse, Toomey & Lehane, LLP, Hereafter known as "MHTL".

Bill, Stacie and Robert (Skip) agreed that the two proposals were very similar. All agreed, there was no compelling reason to select MHTL over Tom Gibson, stating that neither of them was unhappy with the service or billing rate that they have received from The Law Offices of Thomas F. Gibson. As a matter of fact, all agreed that Tom has given the Board outstanding service. Both Stacie and Skip noted in the MHTL proposal another Board's name appeared in one section where it should have been "Winchester Retirement Board".

The Board will hold off from submitting their "Review Sheets" until after the interview with Katherine Hesse has been completed so that they can make additions if needed.

Per request from Katherine Hesse, the Board has rescheduled the interview with Murphy, Hesse, Toomey & Lehane, LLP for August 27, 2019 at 9am.

The Administrator informed the Board of the new date for the CRAB Appeal that was postponed last month. The Hearing has been scheduled for 08/21/2019 at 02:00 PM at the Middlesex County Superior Court- Woburn MA.

Stacie reviewed the two funding tables suggestions provided by PERAC Actuarial Valuation draft report. The Board agreed the most important factor would be to stay with the current funding timetable (alternative 2) with the final amortization occurring in FY29. A motion was made by Bill, seconded by George and unanimously voted.

Motion: to approve the total cost increasing by 7.75% to FY28 with the final amortization payment being made in FY29.

The Board unanimously voted to accept the following new positions as retirement qualified positions:

- Transportation Coordinator COA
- Building Maintenance Specialist
- General Foreman- Water System Distribution Treatment
- Transfer Station Coordinator

The Board acknowledged the receipt of the Financials as of May 31, 2019.

The Board acknowledged the receipt of the Investment reports as of June 30, 2019.

The Board unanimously approved the June 25, 2019 Regular Meeting Minutes.

The Board unanimously approved the July 31, 2019 Retiree Payroll in the amount of \$703,110.97.

The Board unanimously approved the following expenses as of July 31, 2019:

<u>Payee</u>	<u>Description</u>	<u>Invoice #</u>	<u>Amount</u>
MA Teachers Retirement	2018 3(8)C Payment for Various Retirees		\$410,783.53
Town of Winchester- Treasurer	Service Reimbursement		\$ 7,729.25

The Board approved the July 31, 2019 transfers and refunds as follows:

<u>Name</u>	<u>Dept.</u>	<u>Date of Termination</u>	<u>Service</u>	<u>Amount</u>
Stephen DeBenedictis	School	06/26/2015	5.75	
To: MA Teachers Retirement				\$12,117.59
Elizabeth C Campbell	Comptroller's	Refunded non-pensionable wages		\$ 4,544.89
To: IRS		Federal Tax		\$ 1,136.22

The Board Approved the following Retirements:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Retirement Date</u>
Norman Doucette	DPW-Transfer Station	Supervisor	06/19/2019
Kathleen Carr	Council on Aging	Administrator	07/13/2019

The Board acknowledged the following new hires:

<u>Name</u>	<u>Department</u>	<u>Position</u>	<u>Date of Membership</u>	<u>Group</u>
David Quirk	Fire	Firefighter	06/64/2019	4
Gail Clifford	School	Bd. Certified Behavior Analyst	07/01/2019	1
Danielle Greenhalph	School	Bd. Certified Behavior Analyst	07/01/2019	1
Nicolas Parlee	Transfer Station	Coordinator	07/09/2019	1

The next monthly meeting of the Board is scheduled for:

- Tuesday, August 27, 2019 at 8:30 am
- Tuesday, September 24, 2019 at 8:30 am
- Tuesday, October 29, 2019 at 8:30 am

George Morrissey moved to adjourn, seconded by William Zink and voted unanimously.  
The meeting adjourned at 8:55 am.

Respectfully submitted,

Karen Manchuso

Attest:

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Stacie Ward, Ex-Officio

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George F. Morrissey, Chairman

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Robert A. Frary, Elected Member

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William G. Zink, Appointed Member