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By City Clerk at 10:47 am, May 31, 2023

AMESBURY RETIREMENT BOARD MEETING

Wednesday, January 25, 2023 @ 10:00 AM

Amesbury City Hall Auditorium

62 Friend Street, Amesbury Massachusetts

The meeting was called to order at 10:00 AM.

In Attendance – Board Members: Donna Cornoni; Craig Bailey; Bonniyo Kitchin; Marisa Batista; David Van Dam
Retirement Administrator: Kevin A. Caira

New Business

Discussion regarding the position of Retirement Administrator for the Amesbury Retirement System and next steps: Retirement Administrator, Kevin Caira was asked to recuse himself from participating in the meeting. Board Chair Donna Cornoni took minutes of the meeting. The Board members discussed the position of the Retirement Board Administrator. The options were to keep Kevin Caira, the current Administrator, offer the position to Scott Provensal, Deputy Executive Director/Finance with the Essex Regional Retirement System or to advertise for the position.

The Board members discussed keeping Kevin Caira and increasing the salary to \$105,000 including a nonunion longevity of 3.5% for his 10 years of service with the Amesbury Retirement System. The longevity would be on the current salary retroactive to September 10, 2022, the anniversary of his 10th year in the system. The new salary of \$105,000 which includes the 3.5% longevity will begin on January 25, 2023. A cost-of-living adjustment (COLA) will be determined in January of 2024.

Craig Bailey made a motion to retain Kevin Caira as Retirement Administrator and seconded by Bonniyo Kitchin. Unanimous vote to retain Kevin Caira.

Board Administrator Kevin Caira was asked back to the meeting and offered to remain in his current position with a longevity increase and salary increase. Kevin thanked the Board members and accepted. Chair Donna Cornoni will send notification to Timothy Larkin and Scott Provensal for their interest in the position, time taken for the interview and the decision of the Board to retain Kevin Caira.

As a result of this decision to retain Kevin as the Board's Administrator, he will have to withdraw his candidacy from servicing on the Board as an elected member. The remaining two candidates, Donna Cornoni seeking re-election and Shaunna Ring will be elected unopposed. Information will be sent to Public Employee Retirement Administration Commission (PERAC).

Next Board Meeting

Thursday, January 26, 2023.

Discussion of topics not reasonably anticipated by the chair 48 hours before the meeting.

Having completed all business, Motion made by Craig Bailey and seconded by David Van Dam and voted unanimously to adjourn the meeting at 10:45 AM.