

AMESBURY RETIREMENT BOARD MEETING
Thursday, January 27, 2022 @ 1:30 PM
Amesbury Department of Public Works
39 South Hunt Road, Amesbury Massachusetts



The meeting was called to order at 1:30 PM.

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

Also in attendance: Michael Sacco, Attorney for the Amesbury Retirement Board; Heather L. Ryan, Christopher A. Ryan, and Attorney Jaqueline A. Hartley representing Ms. Ryan.

Chairman Cornoni requested a motion to go into executive session pursuant to M.G.L. c. 30A, section 21 (a)(1) to conduct an evidentiary hearing and discuss the physical and/or mental health of Heather L. Ryan, who is seeking an Accidental Disability Retirement. At the conclusion of the executive session the Board will reconvene in open session. Motion made by Bonnijo Kitchin and seconded by David Van Dam to go into executive session. A roll call vote was taken of each Board Member to confirm: Unanimous vote to approve.

Executive Session began at 1:40 PM – for the purpose of conducting an evidentiary hearing regarding the Disability Application of Heather L. Ryan, Paraprofessional with the Amesbury Public School Department.
Open Session reconvened at 2:45 PM.

New Member Enrollments

Motion made by Donna Cornoni and seconded by Craig Bailey to accept the new Member Enrollment Forms for:
City of Amesbury/Mayor’s Office: Ann Marie Casey, Chief of Staff (requested service info to State Retirement Bd.).
City of Amesbury/Assessor’s Office: Shawn P. Connolly, Data Collector (requested service info to Woburn Ret. Bd.).
City of Amesbury/Council on Aging: Nancy L. Marrs, Outreach Coordinator (requested service info to MTRS).
City of Amesbury/School Department: Ralph C. Pugh, Jr., Paraprofessional.
City of Amesbury/School Department: Meaghan L. Woodman, Physical Therapist Assistant. (requested service info to Haverhill Retirement Board). Unanimous vote to approve.

Buybacks/Redeposits

The Board had a discussion on 4(2)(b) service for Chief William A. Scholtz. Board Attorney Michael Sacco reviewed the case and explained that the 5 months of Reserve Police time Chief Scholtz bought back from the Essex Regional Retirement System would not be valid because he did not continue in a full time capacity with the Salisbury Police Department. The service Chief Scholtz had as a Reserve Police Officer from 05/20/1988 to 03/15/1995 with the Amesbury Police Department and while on the Massachusetts Civil Service listing would qualify under M.G.L. c. 32, § 4(2)(b). Chief Scholtz was appointed a Permanent Full Time Officer on 03/15/1995. He would be entitled to receive a maximum of five years of creditable service. Chief Scholtz bought back 3 years and 2 months of his Reserve service and is eligible to receive an additional 1 year and 8 months of creditable service. Motion made by Bonnijo Kitchin and seconded by Donna Cornoni to approve a maximum of five years of 4(2)(b) service and to grant a refund of his Essex Regional Retirement make-up. The total amount of the refund would be \$1,084.32. Three in favor – Donna Cornoni, Bonnijo Kitchin and David Van Dam. One Abstention – Craig Bailey (advised by Attorney Sacco). Motion passed.

Transfers

The Board received a letter from the Haverhill Retirement System in response to the Transfer/Buyback Breakdown request for Meaghan Woodman: “We are not able to accept liability as this individual was not a member of the retirement system, did not remit contributions, and was not wrongfully excluded from membership.”

The Board received a request from the Andover Retirement System to transfer the account of Bridget L. DeBenedetto, former SPED/Medical Therapeutic Assistant with the Amesbury School Department. The total amount of creditable service to be transferred is 4 years and 9 months (4.7500). This includes the following service: 2 years and 6 months (2.5000) with the Haverhill Retirement System and 2 years and 3 months (2.2500) with the Amesbury Retirement System. The total amount in account to be transferred is \$15,251.53. Motion made by Bonnijo Kitchin and seconded by Donna Cornoni to accept the transfer request. Unanimous vote to approve.

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The Board received a request from the State Board of Retirement to transfer the account of James M. Kelcourse, former Councilor with the City of Amesbury. Based on Chapter 21 of the Acts of 2009, Pension Reform, Mr. Kelcourse was not a member and did not contribute to the Amesbury Retirement System. Motion made by David Van Dam and seconded by Bonnijo Kitchin to deny service liability. Unanimous vote to deny liability.

The Board received a transfer in from the Essex Regional Retirement System for Leary K. Chase, Jr. The total amount of creditable service is 26 years and 5 months (26.4167). The total amount of the transfer is \$80,999.95. Motion made by Bonnijo Kitchin and seconded by Donna Cornoni to accept transfer. Unanimous vote to approve.

Refunds

The Board received an Application for Withdrawal of Accumulated Total Deductions from Austin L. Lambright, former Paraprofessional with the Amesbury Public School Department. He had 6 year and 10 months of creditable service and is requesting a rollover of his funds to Primerica Financial Services. The amount of the refund rollover will be \$17,572.30 and interest withheld \$1,252.93 to the Pension Reserve Fund. Motion made by David Van Dam and seconded by Bonnijo Kitchin to approve the refund rollover request. Unanimous vote to approve.

Retirements

The Board received Approval letters from PERAC through PROSPER for Matthew C. Lavallee (DOR 10/29/2021), Kathleen A. Morrill (DOR 11/01/2021), and Pamela M. Locke (DOR 11/20/2021).

The following Items were reviewed and approved:

- January 2022 Payroll Warrant.
- January 2022 Cash Disbursements Warrant.
- January 2022 Vendor Payment Warrant.
- December 2021 PRIT Report.
- December 2021 MM Bank Reconciliation.
- December 2021 Checking Account Reconciliation.
- December 29, 2021 Minutes.

PERAC Memorandums that were reviewed:

- PERAC #1.....January 06, 2022.....Fraud Attempt.
- PERAC #2.....January 10, 2022.....2022 Limits under Chapter 46 of the Acts of 2002.
- PERAC #3.....January 10, 2022.....2022 Limits under Section 23 Chapter 131 of the Acts of 2010.
- PERAC #4.....January 10, 2022.....COLA Notice.
- PERAC #5.....January 10, 2022.....Interest Rate set at 0.1%.
- PERAC #4a.....January 12, 2022.....Clarification of Previous COLA Notice Memo.
- PERAC #6.....January 12, 2022.....Mandatory Retirement Board Member Training-1st Quarter 2022.
- PERAC #7.....January 18, 2022.....Buyback and Make-up Repayment Worksheets.

Correspondence

The Board received a copy of the Comprehensive Annual Financial Report (CAFR), Fiscal Years Ended June 30, 2021 and 2020. This is an Annual Report of the Pension Reserves Investment Trust Fund (PRIT).

The Board received a letter from PERAC dated December 17, 2021 regarding Section 3(8)(c) of Chapter 32 of the General Laws. Amesbury Retirement System shall reimburse the Massachusetts Teachers' Retirement System \$6,229.35 a year toward the retirement allowance of Theresa Arsenault, who retired August 17, 2019.

The Board received an email on December 29, 2021 from the Law Offices of Michael Sacco providing a copy of the office staff's Conflict of Interest summary certificates for Municipal, County and State government units.

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Letter and invoice received dated December 31, 2021 from the Massachusetts Association of Contributory Retirement Systems (MACRS) regarding the renewal of the Annual Board Members and Staff dues for 2022.

The Board received a revised letter from PERAC dated January 13, 2022 regarding Section 3(8)(c) of Chapter 32 of the General Laws. Amesbury Retirement System has been reimbursing the Haverhill Retirement System \$12,746.57 a year toward the retirement allowance of Anne Sands, who retired May 14, 2011. Ms. Sands option C beneficiary passed away on July 27, 2017. Her allowance has now popped up to option A. The recalculated amount to reimburse the Haverhill Retirement System is now \$13,904.86.

The Board received a letter from PERAC dated January 18, 2022 regarding Section 3(8)(c) of Chapter 32 of the General Laws. Amesbury Retirement System shall reimburse the Newburyport Retirement System \$3,914.38 a year toward the retirement allowance of Wendy Kimball, who retired November 13, 2021.

The Board received four emails dated January 07, 10, 14, 21, 2022 from the Mass Retirees regarding a variety of topics including *Retiree Town Hall, COLA, Group Insurance Commission and Fiscal Year 2023 planning.*

Received January 2022 Newsletter from Retired State, County and Municipal Employees Association of Massachusetts.

Old Business

Board members had a brief discussion regarding the COLA Base increase. Craig Bailey will discuss this issue with Mayor Gove. Retirement Administrator will resubmit a letter to the current City Council President Nick Wheeler.

New Business

Update on 1099-R mailings. All 1099-R's have been mailed to those that Refunded, Retirees and Survivors.
Update on 2021 Disability Data to PERAC. Information was completed and sent to PERAC on 01/19/2022.

Next Board Meeting

Thursday, February 24, 2022.

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

Having completed all business, Motion made by David Van Dam and seconded by Craig Bailey and voted unanimously to adjourn the meeting at 3:35 PM.