

MINUTES OF MEETING HELD AUGUST 17, 2023

Chairman Thomas V. Thibaut, Jr. called the meeting of the Watertown Contributory Retirement Board to order at approximately 8:30 AM, Administration Building, 149 Main Street, Philip Pane Hearing Room. Board Members present at the meeting were, Chairman Thibaut; Mr. John Loughran; Ms. Megan Langan; Mr. Domenic Duke Arone and Ms. Kathleen Kiely-Becchetti. Staff members present were Executive Director Kayla J. Sheehan and Administrative Assistant, Lisa DiPietrantonio. Attorney Thomas F. Gibson was in attendance. Mr. Chris Rowllins & Mr. Richard Carey of Fiducient Advisors gave the investment review. Dan Sherman of Sherman Actuarial Services was present for the review of the January 1, 2023 actuarial study.

Confirm Next Monthly Meeting:

The next monthly meeting was scheduled for Wednesday, September 20, 2023.

Examination of Minutes:

From meeting held on Thursday July 20, 2023

A MOTION WAS MADE AND SECONDED TO APPROVE THE MINUTES AS WRITTEN. SO VOTED

Note Deaths of Members/Beneficiaries:

A MOTION WAS MADE AND SECONDED TO NOTE DEATHS OF MEMBERS AND BENEFICIARIES AND TO APPROVE PAYMENT OF FINAL BENEFITS AS OUTLINED. SO VOTED

Review PERAC Correspondence:

MEMOS:

#17/2023	07/25/23	Reinstatement to Service Under G.L.c. 32 §105
#18/2023	08/10/23	Cost of Living Increase for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors

Review Applications for Benefits:

Superannuation Retirement:

A MOTION WAS MADE AND SECONDED TO APPROVE APPLICATION FOR SUPERANNUATION RETIREMENT. SO VOTED

Applications for Membership:

A MOTION WAS MADE AND SECONDED TO APPROVE APPLICATIONS FOR MEMBERSHIP. SO VOTED

Transfers of Deductions to Other Retirement Systems:

A MOTION WAS MADE AND SECONDED TO APPROVE TRANSFERS OF DEDUCTIONS. SO VOTED

Refund of Accumulated Deductions:

A MOTION WAS MADE AND SECONDED TO APPROVE REFUNDS OF ACCUMULATED RETIREMENT DEDUCTIONS. SO VOTED

Creditable Service Purchase:

Military Buyback

DPW, MEO

Eligible to purchase 1 year of creditable service for his active duty in the US Marine Corps Reserve.

Total cost of service based upon his employment as an MEO = \$4,240.82.

Mr. Reed has elected to pay \$65.00 per pay period through payroll deductions.

A MOTION WAS MADE AND SECONDED TO APPROVE THE APPLICATION TO PURCHASE 1 YEAR OF MILITARY SERVICE. SO VOTED

Review Warrants:

A MOTION WAS MADE AND SECONDED TO APPROVE THE WARRANTS AS AMENDED. SO VOTED

Director's Report:

Executive Director Sheehan reported that the 2022 Annual Statement and related Schedules were submitted to PERAC and all required signatures were made through PROSPER.

It was also reported that the January – June Cash Books have all been submitted to PERAC through PROSPER. The following reports for January – June were prepared by Executive Director Sheehan and distributed to all Board members via email.

- Adjustments Journal
- Cash Receipts journal
- Cash Disbursements Journal
- Trial Balance
- Reconciled Bank Statements for accounts #1040, #1041, #1042 & #1043

Executive Director Sheehan reported that there were 2 retirees who have still not complied with PERAC's 91A requirements. Notices have been sent out via Certified Mail and First Class Mail informing them of their right to a hearing. If no hearing is requested and they still have not complied, their retirement allowances will be suspended, effective September 30, 2023.

Election Officer – Executive Director Sheehan reported that the deadline for filing Nomination Papers for the Elected Member's seat currently held by Thomas V. Thibaut, Jr. was 5:00 pm on Monday, August 14, 2023. Only one set of nomination papers were filed; by Thomas V. Thibaut, Jr. All signatures have been verified.

A MOTION WAS MADE AND SECONDED THAT, AS NO NOMINATION PAPERS HAVE BEEN SUBMITTED, OTHER THAN THOSE NOMINATING THOMAS V. THIBAUT, JR., IT WAS DETERMINED THAT ONLY MR. THIBAUT HAS BEEN NOMINATED AND WAS DECLARED THE ELECTED MEMBER OF THE BOARD. NO ELECTION WILL BE HELD AND MR. THIBAUT SHALL CONTINUE IN OFFICE UPON THE EXPIRATION OF HIS CURRENT TERM AS IF HE HAD BEEN ELECTED. SO VOTED

Board Organization:

A MOTION WAS MADE AND SECONDED TO RE-APPOINT THOMAS V. THIBAUT, JR. AS CHAIRMAN OF THE WATERTOWN RETIREMENT BOARD. SO VOTED

A MOTION WAS MADE AND SECONDED TO RE-APPOINT JOHN LOUGHRAN AS VICE CHAIRMAN OF THE WATERTOWN RETIREMENT BOARD. SO VOTED

Executive Director Sheehan reported that the Marcum auditors are scheduled to begin work on the 2021 & 2022 audits. John Loughran reported that he spoke with Zack Fentross from Marcum about finalizing the 2020 audit and sent over his edits to the report.

It was reported to the Board that the Emerging Issues Forum at Holy Cross was scheduled for September 21, 2023, the MACRS conference in Springfield, MA was scheduled for October 1-4 and the NCPERS conference in Las Vegas was scheduled for October 22-25.

A MOTION WAS MADE AND SECONDED TO REGISTER ALL INTERESTED BOARD MEMBERS FOR THE EMERGING ISSUES FORUM & NCPERS CONFERENCE. SO VOTED

A MOTION WAS MADE AND SECONDED TO REGISTER ALL INTERESTED BOARD MEMBERS & STAFF FOR THE FALL MACRS CONFERENCE. SO VOTED

Committee Reports:

There were no committee reports.

Old/Unfinished Business:

There was no old/unfinished business to report.

New Business:

Board to Review Actuarial Valuation for 01/01/23:

The Board reviewed and discussed at length the various funding scenarios provided to them by actuary Dan Sherman. It was decided to have Mr. Sherman prepare additional scenarios to be reviewed by the Board at their next meeting. It was decided that Kathleen Kiely-Becchetti will reach out to Mr. Sherman and have him include an increase of the COLA base in his new figures.

Legal Update:

Attorney Gibson reported and commented on pending Board issues as well as general retirement issues of interest.

At the conclusion of the legal update, Attorney Gibson left the meeting.

Investment Review:

2nd Quarter 2023 Portfolio Review:

The Market Value of assets for Q1 2023 is \$252,617,509.00

Emerging Markets Equity RFP – Initial Evaluations:

ABS has been invited to the next meeting to make a presentation.

A MOTION WAS MADE AND SECONDED TO ADJOURN THE MEETING AT 10:20AM SO VOTED