

**MINUTES OF MEETING HELD TUESDAY, AUGUST 17, 2021**

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, Town Council Chamber. Board Members present at the meeting were, Chairman Thibaut; Mr. Domenic Duke Arone; Mr. John Loughran and Ms. Kathleen Kiely-Becchetti. Mr. Thomas J. Tracy was unable to attend. Staff members present were Director Barbara A. Sheehan and Administrative Assistant, Kayla Sheehan. Also in attendance at the meeting was Attorney Thomas F. Gibson; and from Fiducient Advisors, Mr. Chris Rowlin and Mr. Richard Carey. The four firms selected as finalists in the Board's search for an International Core Equity Manager made their presentations in person as well.

Chairman Thibaut called for a Moment of Silence in honor of past Board Member and Treasurer/Collector of the Town of Watertown, Martin J. Walsh who recently passed away.

**Confirm Next Monthly Meeting:**

The next monthly meeting was scheduled for Tuesday September 21, 2021

**Examination of Minutes:**

From meeting held on Tuesday July 20, 2021

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

**SO VOTED**

**Note Deaths of Members/Beneficiaries:**

**B. Dorothy Danis** – Died 07/18/21  
Retired 09/19/14 – CDP, Principal Clerk  
SuperAnnuation, Option B  
Annuity Savings Balance: \$21,881.47  
Beneficiaries on File

**A MOTION WAS MADE AND SECONDED TO APPROVE THE FINAL BENEFITS OF DOROTHY DANIS.**

**SO VOTED**

**Martin Walsh** – Died 08/05/21  
Retired 09/29/00 – Treasurer/Collector  
SuperAnnuation, Option B  
Annuity Savings Balance: \$0.00  
Final Benefits Due: \$455.34

**A MOTION WAS MADE AND SECONDED TO APPROVE THE FINAL BENEFITS OF MARTIN WALSH.**

**SO VOTED**

**Review PERAC Correspondence:**

**MEMO'S:**

#21/2021	07/20/21	Cost of Living Increase for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors
#22/2021	07/22/21	Reinstatement of Service under G.L. c. 32 § 105
#23/2021	07/23/21	91A PROSPER TASKS
PROSPER	07/22/21	PERAC has acknowledged receipt of the proper paperwork filed in connection with the Boards hiring of IR&M.

**Review Applications For Benefits:**

**Applications For Membership:**

Janet Murphy	Town Clerk	Town Clerk	37.5 Hrs.	Gr. 1	06/17/21
Taylor Devlin	Library	Technology Operations Asst.	37.5 Hrs.	Gr. 1	07/06/21
Devon Shatkin	Police	Public Safety Dispatcher	40 Hrs.	Gr. 1	07/19/21

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

**SO VOTED**

**Transfers of Deductions to Other Retirement Systems:**

**Jennifer M. Hemenway** – School Dept., Administrative Asst.  
Membership Service: 06/22/16 – 06/04/21  
Transferring To: Natick Retirement System  
**TOTAL DEDUCTIONS & INTEREST: \*\$52,460.82**  
Total Board Liability: 4.9167 Years

*\*Includes Funds from Prior Service*

**A MOTION WAS MADE AND SECONDED TO APPROVE TRANSFER OF DEDUCTIONS.**

**SO VOTED**

**Review Warrants:**

1385-21	Refunds & Transfers	52,460.82
1386-21	Monthly Vendor Expenses	13,411.80
1387-21	Fund Transfer – Eastern Vendor to Eastern Payroll	200,000.00
1388-21	Fund Transfer – People's United to Eastern Payroll	1,106,024.27
1390-21	Pension Payroll – 2021/08	1,306,024.27
1391-21	Salaries/Stipends	13,511.44

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

**SO VOTED**

**Director's Report:**

Cash Books for periods ending April & May 2021:

The Board reviewed and approved the following reports for periods ending April & May, 2021 which were prepared by Director Sheehan and submitted to PERAC.

- Cash Receipts Journals
- Cash Disbursements Journals
- Adjustments Journals
- Trial Balance Reports
- General Ledgers
- Cash Reconciliations for accounts #1040, #1041, & #1043

It was reported that there are 2 retirees who have not complied with the 91A filing requirement by the deadline. They have been notified by PERAC and the retirement office staff of the consequences for not filing.

**A MOTION WAS MADE AND SECONDED TO DEFER ACTION UNTIL NEXT MONTH PENDING VERIFICATION OF ADDRESS AND CONTACT INFORMATION.**

**SO VOTED**

**Committee Reports:**

There were no committee reports.

**Old/Unfinished Business:**

Mr. Arone questioned the status of increasing the COLA Base for retirees. He recently saw a newsletter article outlining the COLA bases adopted by all MA Retirement Systems and Watertown's Base of \$13,000.00 seemed low. It was stated that the COLA Base for the Middlesex County Retirement System is \$16,000.00 and the Norfolk County Retirement System is \$18,000.00. It was agreed to have Director Sheehan contact Dan Sherman for the costs to increase the COLA base to \$14,000.00 - \$16,000.00.

Director Sheehan was instructed, in the absence of Mr. Tracy, to contact Mr. Sherman regarding reviewing the member data used in the most recent actuarial valuation.

**New Business;**

There was no new business brought up.

**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:**

Mr. Rowllins and Mr. Carey provided an extensive review of the portfolio and the investment performance for 2021/Q2. The Board was satisfied with the report.

It was reported that the Lee Munder funds were reinvested in PRIT Domestic Equity and Wellington Small Cap 2000 at the end of July. The Large Cap Core Equity RFP has been re-issued with responses due August 25<sup>th</sup>.

It was reported that due to an oversight, the investment into the PRIT Real Estate Fund scheduled for August 1 did not happen. The Board has the option of continuing to stagger the scheduled investments or double up on the scheduled September 1 deposit. Due to the small amounts Mr. Carey recommends that the Board simply double up on the deposit scheduled for September 1.

**A MOTION WAS MADE AND SECONDED TO DOUBLE UP ON THE SCHEDULED SEPTEMBER 1, 2021 INVESTMENT INTO THE PRIT REAL ESTATE FUND TO MAKE UP FOR THE AUGUST 1, INVESTMENT MISSED. SO VOTED**

Mr. Rowllins was asked if the investment portfolio could benefit from adding Opportunistic Credit to the portfolio. He replied that yes, this asset class would be a good fit for the portfolio.

**A MOTION WAS MADE AND SECONDED TO ISSUE AN RFP FOR AN OPPORTUNISTIC CREDIT MANAGER. SO VOTED**

The Board heard presentations from the following investment managers who were selected as finalists in their search for an International Equity Manager:

- MFS
- Aristotle
- Earnest Partners
- Lazard

**A MOTION WAS MADE AND SECONDED TO CONTINUE THEIR INVESTMENT WITH MFS AND TO REPLACE EARNEST PARTNERS WITH ARISTOTLE. SO VOTED**

**Adjournment:**

**A MOTION WAS MADE AND SECONDED TO ADJOURN THE MEETING AT 11:10. SO VOTED**