

MINUTES OF MEETING HELD TUESDAY, JULY 22, 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. Thomas J. Tracy; Mr. Domenic Duke Arone; Mr. John Loughran; and Ms. Kathleen Kiely-Becchetti. Staff members present were Director Barbara A. Sheehan and Administrative Assistant, Kayla Sheehan. Participating remotely were Attorneys Thomas F. Gibson and Gerald McDonough. Also participating remotely to conduct the investment review were Mr. Chris Rowllins and Mr. Richard Carey, of Fiducient Advisors. It was noted that call-in access was properly posted for the public to participate in the meeting if they chose to.

Confirm Next Monthly Meeting:

The next monthly meeting was scheduled for Tuesday, August 17, 2021.

Examination of Minutes:

From meeting held on Tuesday June 22, 2021:

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

SO VOTED

Note Deaths of Members/Beneficiaries:

Josephine Walsh – Died 06/04/21

Ordinary Disability Survivor of Edward Laroche

Final Benefits Due: \$170.13

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

SO VOTED

Donald Gray – Died 05/30/21

Retired 05/06/93 – Town Clerk's Office, Head Clerk

SuperAnnuation, Option B

Annuity Savings Balance: \$0.00

Overpaid Benefits: \$72.32

It was noted that a written attempt was made to recoup the overpayment.

Josephine Defabritlis – Died 06/07/21

Active Employee, School Dept

Annuity Savings Balance: \$13,196.88

Co-Beneficiaries On File

A MOTION WAS MADE AND SECONDED TO APPROVE THE FINAL BENEFITS OF JOSEPHINE DEFABRITIS.

SO VOTED

Review PERAC Correspondence:

MEMO'S:

#17/2021	06/21/21	Follow Up: Certain Coronavirus Emergency Measures Extended
#18/2021	06/29/21	Updated Member and Beneficiary Application for Distribution of Accumulated Total Deductions Form
#19/2021	06/30/21	Mandatory Retirement Board Member Training – 3 rd Quarter 2021
#20/2021	06/30/21	Tobacco Company List

John W. Parsons, Esq:

06/28/21 The Watertown Retirement Board shall reimburse the Teachers' Retirement Board \$4,796.53 per year toward the retirement allowance of Deborah Kelly who retired 06/30/19. This represents 8.50350% of total service.

(Ineligible for Request to Re-Calculate – Service Less Than 10%)

A MOTION WAS MADE AND SECONDED TO APPROVE PAYMENT OF THE 38C LIABILITY.

SO VOTED

Review Applications For Benefits:

Applications For Membership:

John F. Griffin	DPW	Crew Member/Non CDL	40 Hrs.	Gr. 1	06/02/21
Kelsey Forward	WHA	Maintenance & Modernization Coordinator	37.5 Hrs.	Gr. 1	04/05/21

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

SO VOTED

Superannuation Retirement:

Kathleen Peters – School Dept., Instructional Asst.

Retirement Date: 06/30/21

Service: 14 Years

Veteran Status: N

Debra Consilvio – WHA, Operations/Financial Manager

Retirement Date: 08/06/21

Service: 21 Years & 10 Months

Veteran Status: N

A MOTION WAS MADE AND SECONDED TO APPROVE APPLICATIONS FOR SUPERANNUATION RETIREMENT AS PRINTED.

SO VOTED

Review Warrants:

1377-21	Refunds & Transfers	13,252.34
1378-21	Monthly Vendor Expenses	25,557.98
1379-21	38c Invoices	16,821.99
1380-21	Fund Transfer – Eastern Vendor to Eastern Payroll	350,000.00
1381-21	Fund Transfer – People's United to Eastern Payroll	932,237.72
1382-21	Pension Payroll – 2021/07	1,282,237.72
1383-21	Salaries/Stipends	15,011.44
1384-21	PRIT PE Vintage Year	392,192.43

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

SO VOTED

Director's Report:

Cash Books for periods ending January – March 2021:

The Board reviewed and approved the following reports for periods ending January – March, 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

Committee Reports:

Kayla Sheehan reported that the latest edition of the Newsletter had been printed and mailed.

Old/Unfinished Business:

Mr. Tracy reported that he has not had the opportunity to reach out to Mr. Sherman regarding the most recent valuation report. He also reported that he and Chairman Thibaut will be meeting with the office staff to discuss potential salary adjustments. He will report their recommendations at the August meeting.

New Business:

There was no new business discussed.

Legal Update:

Attorneys Gibson and McDonough, participating remotely, reported and commented on pending Board issues as well as general retirement issues of interest.

At the conclusion of the Legal update, Attorneys Gibson and McDonough exited the call.

Investment Review:

Mr. Chris Rowllins and Richard Carey of Fiducient Advisors conducted the investment review.

The Performance Update covering the June Capital Markets with May Portfolio Results was reviewed and discussed at length. The Board seemed satisfied with the report.

Mr. Rowllins gave a detailed update on his concerns regarding the investment with Lee Munder following the untimely and sudden death of their portfolio manager. For a variety of reasons he is recommending that the Board liquidate the Lee Munder investment and reinvest 50% of the proceeds in the Wellington SM Cap Fund and 50% in the PRIT Domestic Equity Fund.

A MOTION WAS MADE AND SECONDED TO FOLLOW THE RECOMMENDATION TO LIQUIDATE THE LEE MUNDER INVESTMENT AND INVEST 50% EACH INTO THE WELLINGTON SMALL CAP AND PRIT DOMESTIC EQUITY FUNDS RESPECTIVELY. SO VOTED

Mr. Carey explained the status of the Large Cap Core Equity RFP which they were under the impression had been posted on the PERAC website. Approval for the posting was received from the compliance unit at PERAC but the RFP was never actually posted on the PERAC website.

A MOTION WAS MADE AND SECONDED TO REISSUE THE RFP FOR LARGE CAP CORE EQUITY AND RESTART THE PROCESS. SO VOTED

The International Equity RFP Initial Evaluations were reviewed and discussed at length.

A MOTION WAS MADE AND SECONDED TO INTERVIEW THE FOUR FIRMS CONSIDERED HIGHLY ADVENTAGEOUS; ARISTOTLE, EARNEST, LAZARD, AND MFS. SO VOTED

Fiducient Advisors will arrange for the interviews to take place at the August meeting.

At the conclusion of the Investment Review, Mr. Rowllins and Mr. Carey left the conference.

Adjournment:

A MOTION WAS MADE AND SECONDED TO ADJOURN THE MEETING AT 9:55 AM. SO VOTED