

## **MINUTES OF MEETING HELD APRIL 18, 2024**

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; Mr. Domenic Duke Arone and Ms. Kathleen Kiely-Becchetti. Ms. Megan Langan was unable to attend. Staff Members present were Executive Director Kayla J. Sheehan and Administrative Assistant, Lisa DiPietrantonio. Attorney Thomas Gibson was in attendance. Mr. Chris Rowllins & Mr. Richard Carey of Fiducient Advisors gave the investment review. Mr. Ken Masse & Ms. Renee Hoffman from Acadian were present during the investment review.

### **Confirm Next Monthly Meeting**

The next meeting of the Board was scheduled for Thursday, May 16, 2024.

### **Examination of Minutes:**

From meeting held on March 21, 2024

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

### **Review PERAC Correspondence:**

#### **MEMOS:**

#10/2024	03/18/24	Tobacco Company List
#11/2024	03/28/24	Mandatory Retirement Board Member Training – 2 <sup>nd</sup> Quarter 2024

### **Review Applications for Benefits:**

#### **Superannuation Retirement:**

**A MOTION WAS MADE AND SECONDED TO APPROVE APPLICATIONS 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 TO OTHER RETIREMENT SYSTEMS. SO VOTED**

### **Refund of Accumulated Deductions:**

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

### **Review Warrants:**

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

### **Director's Report:**

Executive Director Sheehan provided the Board the new Cash Receipts, Cash Disbursements and Reconciliation of Cash Policies & Procedures that Attorney Gibson had drafted. The Board reviewed the policy and made various edits and revisions.

**A MOTION WAS MADE AND SECONDED TO ADOPT CASH RECEIPTS, CASH DISBURSEMENTS AND RECONCILIATION OF CASH POLICIES & PROCEDURES AS AMENDED. SO VOTED**

Executive Director Sheehan reported that the 2023 Annual Statement and related Schedules have been completed and will be uploaded to PROSPER where all signatures will be made through. Ms. Sheehan wanted to sincerely thank Retired Director Barbara Sheehan for all of her assistance. She was coming in semi-regularly during her retirement to help with the

process of closing out 2023, including the Annual Statement & various other projects. There are still a few pending items, as well as general training that she will be needed for, but she will not need to come in as regularly. Retired Director Sheehan's 27 years of experience and expertise has been invaluable during this transitional period and very appreciated.

It was reported that one of the printers in the office has begun to malfunction. After several attempts to fix the issue, George from NCG Systems advised that the printer will need to be replaced. After looking further, it was found that both printers in the Retirement Office were purchased almost 10 years ago, therefore George thought that it would be best to upgrade both printers.

2020 – 2022 audits being completed by Marcum, LLP:

Executive Director Sheehan reached out to Marcum in order to receive an update on the three pending audits being completed. Both the 2020 & 2021 audits are in the finalization process. Marcum, LLP is working with Dan Sherman in order to complete the 2022 audit.

**Committee Reports:**

There were no committees to report.

**Old/Unfinished Business:**

Board to Discuss COLA Base Increase  
**NO ACTION WAS TAKEN AT THIS TIME**

**New Business:**

There was no new business to report.

**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:**

Fiducient provided an update on the performance of the pension portfolio for the month of February as well as gave a recap of capital market and economic conditions for the month of March. The Board seemed satisfied with the report. The market value of assets totals \$260,698,639.

Fiducient then provided an evaluation on both the Global Fixed Income & U.S. Small Cap Equity RFP's and provided insight around the number of respondents and the review process, consistent with PERAC guidelines. Recommendations will be provided to the Board at the May Board meeting.

Fiducient reported to the Board that they recently have been working with IRM on a reduced fee schedule for their mutual clients. They were able to negotiate the Board's fees from 25 basis points to 22.5 basis points. The Board thanked Fiducient for their efforts in negotiating with IRM on their behalf and accepted and authorized the reduced fee agreement. The Board requested that Fiducient look into the fee schedules for all of their investment managers.

The Board heard a presentation by Mr. Ken Masse & Ms. Renee Hoffman from Acadian, who were the finalists selected in the search for an International Small Cap Equity Manager. The Board also took the opportunity while Acadian was present at the meeting to conduct their annual investment manager review pursuant to 840 CMR 16.07.

After their presentation, Mr. Masse & Ms. Hoffman left the meeting.

**A MOTION WAS MADE AND SECONDED TO EXTEND THE CURRENT CONTRACT WITH ACADIAN  
AS THE INTERNATIONAL SMALL CAP EQUITY MANAGER. SO VOTED**

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