

Patrick Dello Russo 
Scott Colborne Kelly Cogavin _____
John McLaughlin, Jr. _____Michael Lyle  648**Melrose Retirement Board Meeting
March 30, 2022**

The Regular Meeting of the Melrose Retirement Board duly posted to be held in the Retirement Office, City Hall, Melrose, MA on the above date was called to order at 9:04 AM by Chairman Dello Russo with Board Members Lyle, Colborne, Cogavin and McLaughlin, Jr. present via remote web based meeting. Also in attendance was Executive Director Adam Travinski.

New Business:

1. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to approve the Regular Session minutes of the February 23, 2022 meeting and sign them into record.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

2. On a motion made by Board Member Colborne and seconded by Chairman Dello Russo, it was unanimously **VOTED** by the Board to issue payment for Cash Disbursements Warrant #03-2022 and Retirement Payroll Warrant #03-2022.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

3. On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by the Board to read and sign the following certificates and include them for Membership in the Melrose Retirement Board:

- Certificate #3541: John Obremski. Mr. Obremski is a City Councilor for the City of Melrose. He is a Group 1, elected on January 1, 2022.
- Certificate #3542: Lauren Grymeck. Ms. Grymeck is the Director of Economic Recovery and Business Development for the Mayor's office. She is a Group 1, hired on March 1, 2022.
- Certificate #3543: Joseph Hobbs. Mr. Hobbs is the Operations Manager for the DPW. He is a Group 1, hired on March 7, 2022.

Patrick Dello Russo
Scott Colborne

Kelly Cogavin
John McLaughlin, Jr.

Michael Lyle 649

- Certificate #3544: Maya Noviski. Ms. Noviski is the Assistant Planner for the Planning Department. She is a Group 1, hired on February 22, 2022.
- Certificate #3545: Euan Brown. Mr. Brown is a Paraprofessional for the School Department. He is a Group 1, hired on January 31, 2022.
- Certificate #3546: Matthew Travers. Mr. Travers is the HR Assistant for the Human Resources Department. He is a Group 1, hired on February 28, 2022.
- Certificate #3547: Lisa Carinelli. Ms. Carinelli is the Public Housing Coordinator for the Melrose Housing Authority. She is a Group 1, hired on March 7, 2022.
- Certificate #3548: Mary Claire O'Donnell. Ms. O'Donnell is the Head of Children's Services for the Melrose Public Library. She is a Group 1, hired on March 21, 2022.
- Certificate #3549: Daniel Tavor. Mr. Tavor is the Election Administrator for the Clerk's office. He is a Group 1, hired on March 21, 2022.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

4. On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by the Board to sign the following certificates for retirement:

- Certificate #354. Janet Graf. Ms. Graf was the Head Clerk for the Assessor's Department. She retired on March 1, 2022 with 13 years and 9 months of creditable service and chose Option A. She will receive an annual retirement allowance of \$17,007.60.
- Certificate #228. Mark DeCroteau. Mr. DeCroteau was a Lieutenant for the Police Department. He retired on February 1, 2022 with 33 years and 8 months of creditable service and chose Option C. He will receive an annual retirement allowance of \$94,677.12.
- Certificate #229. Raymond McGrath. Mr. McGrath was a Heavy Equipment Operator for the DPW. He retired on February 1, 2022 with 13 years and 8 months of creditable service and chose Option C. He will receive an annual retirement allowance of \$18,673.20.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

Patrick Dello Russo
Scott Colborne

Kelly Cogavin
John McLaughlin, Jr.

Michael Lyle 650

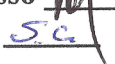
5. On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by the Board to accept and process the following received Applications for Withdrawal of Accumulated Total Deductions and Transfers.

- Vy Malmuth. Ms. Malmuth was a Paraprofessional for the School Department with 4 months of creditable service. The total amount of the refund is for \$606.43.
- Vanessa Kraft. Ms. Kraft was a Paraprofessional for the School Department with 1 month of creditable service. The total amount of the refund is for \$227.64.
- Jenna Glazier. Ms. Glazier was a Paraprofessional for the School Department with 1 year of creditable service. The Board will transfer her account of \$1,973.76 to the Mass Teachers' Retirement System.
- Janice Papalegis. Ms. Papalegis was a Pre-K teacher for the School Department with 12 years of creditable service. The Board will transfer her account of \$33,010.78 to the Mass Teachers' Retirement System.
- Shaina Flammia. Ms. Flammia was a Paraprofessional for the School Department with 3 years and 2 months of creditable service. The Board will transfer her account of \$4,838.31 to the Mass Teachers' Retirement System.
- Jennifer Lajoie. Ms. Lajoie was the Senior Health Inspector for the Health Department with 10 years and 7 months of creditable service. The Board will transfer her account of \$68,888.10 to the State Retirement Board.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

6. On a motion made by Board Member Lyle and seconded by Chairman Dello Russo, it was unanimously **VOTED** by the Board to review and approve the Cashbooks for February.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

Patrick Dello Russo  Kelly Cogavin _____ Michael Lyle  651
Scott Colborne  John McLaughlin, Jr. _____

7. On a motion made by Board Member Lyle and seconded by Chairman Dello Russo, it was unanimously **VOTED** by the Board to review and approve the reconciliation of the MMDT and Eastern Bank statements for February.

Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

Other Business:

-To review the PRIT Fund activity for February 2022.

-Employee Self Service (ESS) is now live on our website. The notice to all city departments and retirees will go out in April. The Director explained how to self-register after clicking the link on our website. He also explained some of the features that members and retirees will be able to do through the portal.

Memo #09-2022: Extension of Open Meeting Law Waivers

The Director stated that we voted last month to continue to have remote meetings through July 2022. He stated that our first in person meeting would be at the end of July. The Chairman asked if there's a chance that date would be pushed out. The Director stated that he had not heard anything.

The date of the April meeting will be Tuesday, April 26th at 9:00 AM.
The date of the May meeting will be Wednesday, May 25th at 9:00 AM.

Board member Cogavin stated that she may have to call in for the meeting on April 26th.

Board Member Colborne asked about the Statement of Financial Interests (SFI). The Director stated that they have gone out and are due May 1st. He stated that the Chairman had just done it. The Chairman stated he did it through PROSPER.

Patrick Dello Russo
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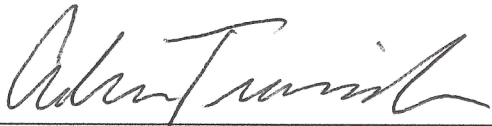
The Director stated that Board Member McLaughlin, Jr.'s term is set to expire at the end of June. The Director stated that we can take a vote in April or May to continue on the Board for another 3-year term. Board Member McLaughlin, Jr. stated he would like to continue to serve on the Board.

On a motion made by Board Member and seconded by Board Member, it was unanimously **VOTED** to adjourn the meeting at 9:14 AM.

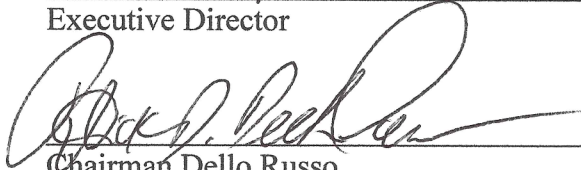
Board Member Cogavin:	Yes
Board Member Colborne:	Yes
Chairman Dello Russo:	Yes
Board Member Lyle:	Yes
Board Member McLaughlin, Jr.:	Yes

**Melrose Retirement Board Meeting
March 30, 2022**

Respectfully submitted,



Executive Director



Chairman Dello Russo

Board Member Cogavin



Board Member Lyle

Board Member McLaughlin, Jr.



Board Member Colborne