

Patrick Dello Russo _____ Kelly Cogavin _____ Michael Lyle ML 674
Scott Colborne SC John McLaughlin, Jr. JM

**Melrose Retirement Board Meeting
August 31, 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 9:00 AM by Chairman Dello Russo with Board Members Lyle, Colborne, Cogavin and McLaughlin, Jr. present. 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 July 27, 2022 meeting and sign them into record.

2. On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by the Board to issue payment for Cash Disbursements Warrant #08-2022 and Retirement Payroll Warrant #08-2022.

3. On a motion made by Board Member Colborne and seconded by Board Member McLaughlin, Jr., 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 #3573: John Strazzullo. Mr. Strazzullo is a Patrol Officer for the Police Department. He is a Group 4, hired on August 1, 2022.
- Certificate #3574: Mary Tremblay. Ms. Tremblay is a Paraprofessional for the School Department. She is a Group 1, hired on August 31, 2022.
- Certificate #3575: Ana Paula McCarthy. Ms. McCarthy is a Paraprofessional for the School Department. She is a Group 1, hired on August 31, 2022.
- Certificate #3576: Joseph Federico. Mr. Federico is a Junior Mechanic for the DPW. He is a Group 1, hired on August 15, 2022.
- Certificate #3577: Cameron Marks. Mr. Marks is a Laborer for the DPW. He is a Group 1, hired on August 15, 2022.
- Certificate #3578: Amanda Rowe. Ms. Rowe is a Paraprofessional for the School Department. She is a Group 1, hired on August 31, 2022.

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

- Certificate #230. Francis Wright. Mr. Wright was a City Councilor for the Melrose City Council. He retired on June 4, 2022 and chose Option C. He will receive an annual retirement allowance of \$1,467.72.

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Michael Lyle ML 675

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

- William Holm. Mr. Holm was a Firefighter for the Fire Department with 5 years and 8 months of creditable service. The Board will transfer his account of \$42,891.50 to the Danvers Retirement Board.
- Paul Johnson. Mr. Johnson was the Building Commissioner for the Inspections Department with 27 years and 6 months of creditable service. The Board will transfer his account of \$172,941.07 to the Watertown Retirement Board.
- Nancy Fowke. Ms. Fowke was a Paraprofessional for the School Department with 5 years of creditable service. The Board will transfer her account of \$6,929.86 to the Mass Teachers' Retirement System.
- Tami White. Ms. White was a Paraprofessional for the School Department with 4 years of creditable service. The Board will transfer her account of \$5,590.04 to the Mass Teachers' Retirement System.
- Vanessa Biasella. Ms. Biasella was a Paraprofessional for the School Department with 1 year of creditable service. The Board will transfer her account of \$1,748.13 to the Mass Teachers' Retirement System.
- Barry Canavan. Mr. Canavan will receive \$5,068.00 for a non-taxable refund and \$5,909.46 for a taxable refund for an overpayment made on a refund buyback in 2014.

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

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

8. On a motion made by Board Member Lyle and seconded by Board Member McLaughlin, Jr., it was **VOTED** by the Board to review and discuss the PERAC audit report. Chairman Dello Russo requested that this be put off until next month's meeting because he stated he did not have a chance to look at the audit report.

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Scott Colborne SC

Kelly Cogavin _____
John McLaughlin, Jr. Jun

Michael Lyle ML 676

9. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to vote to discuss a salary increase for the Executive Director and discuss finalizing the 2022 budget. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to **ENTER** executive session at 9:07 AM.

ROLL CALL VOTE to ENTER EXECUTIVE SESSION at 9:07 AM:

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

ROLL CALL VOTE to END EXECUTIVE SESSION at 9:24 AM:

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

The Director was asked to come back into the room. Chairman Dello Russo stated the Board voted to give the Director a 5% salary increase retroactive to July 1st. The Director thanked the Board.

Other Business:

-To review the PRIT Fund activity for July 2022.

-Memo #21-2022: Vernava II- Important Update.

-Memo #22-2022: Cost of Living Increase for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors.

The date of the September meeting will be Wednesday, September 28th at 9:00 AM.
The date of the October meeting will be Wednesday, October 26th at 9:00 AM.

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Scott Colborne SC

Kelly Cogavin _____
John McLaughlin, Jr. JM

Michael Lyle ML 677

On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** to adjourn the meeting at 9:27 AM.

**Melrose Retirement Board Meeting
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Respectfully submitted,

Adam Trivitt
Executive Director

Chairman Dello Russo

Board Member Cogavin

Michael Lyle
Board Member Lyle

John E. McLaughlin, Jr.
Board Member McLaughlin, Jr.

Scott Colborne
Board Member Colborne