

Patrick Dello Russo
Scott Colborne

Kerriann Golden
John McLaughlin, Jr.

Michael Lyle 726

**Melrose Retirement Board Meeting
September 27, 2023**

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 9:09 AM by Chairman Dello Russo with Board Members Lyle, Golden, Colborne and McLaughlin, Jr. present. Also in attendance was Executive Director Adam Travinski and Executive Director of the Reading Retirement Board, Colleen Laughlin.

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 from the August 30, 2023, meeting and sign them into record.
2. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to issue payment for Cash Disbursements Warrant #09-2023 and Retirement Payroll Warrant #09-2023.
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 #3655: Karen Brocklesby. Ms. Brocklesby is a School Nurse for the Health Department. She is a Group 1, hired on August 28, 2023.
 - Certificate #3656: Jennifer Brammer-DiFiore. Ms. Brammer-DiFiore is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
 - Certificate #3657: Bonnie Tanner. Ms. Tanner is an Accounts Payable/Purchasing employee for the School Department. She is a Group 1, hired on August 21, 2023.
 - Certificate #3658: Megan Abruzzese. Ms. Abruzzese is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
 - Certificate #3659: Janean Shairs. Ms. Shairs is a Senior Account Clerk for the Treasurer's Department. She is a Group 1, hired on September 5, 2023.
 - Certificate #3660: Caitlin Rufo. Ms. Rufo is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
 - Certificate #3661: Olivia Dziadyk. Ms. Dziadyk is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
 - Certificate #3662: Kerry Pegoraro. Ms. Pegoraro is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
 - Certificate #3663: Adriana Vaughan. Ms. Vaughan is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.

Patrick Dello Russo
Scott Colborne

Kerriann Golden
John McLaughlin, Jr.

Michael Lyle 727

- Certificate #3664: Jason Jang. Mr. Jang is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
- Certificate #3665: Linda Lombardo. Ms. Lombardo is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
- Certificate #3666: Sindhya Kariyil. Ms. Kariyil is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
- Certificate #3667: Laura Brown. Ms. Brown is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
- Certificate #3668: James Conforti. Mr. Conforti is the Milano Center Manager for the Council on Aging. He is a Group 1, hired on September 11, 2023.
- Certificate #3669: Gwendolyn Amico. Ms. Amico is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.
- Certificate #3670: Claudine Sweeney. Ms. Sweeney is the Assistant to the Director of Finance and Administrative Affairs for the School Department. She is a Group 1, hired on September 11, 2023.
- Certificate #3671: Richard Gillis. Mr. Gillis is a Custodian for the DPW. He is a Group 1, hired on September 18, 2023.
- Certificate #3672: Ethan Lassey. Mr. Lassey is a Paraprofessional for the School Department. He is a Group 1, hired on August 30, 2023.
- Certificate #3673: Megan Collins. Ms. Collins is a Paraprofessional for the School Department. She is a Group 1, hired on August 30, 2023.

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

- Certificate #241. Daryl MacLeod. Mr. MacLeod was a Firefighter for the Fire Department with 31 years and 6 months of creditable service. He retired on March 1, 2023, and chose Option C. He will receive an annual retirement allowance of \$50,898.24.
- Certificate #242. Brian Moran. Mr. Moran was a Firefighter for the Fire Department with 26 years of creditable service. He retired on August 14, 2023, and chose Option C. He will receive an annual retirement allowance of \$52,932.96.

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.

- Vaia Kanavas. Ms. Kanavas was a Paraprofessional for the School Department with 2 years and 9 months of creditable service. The total amount of the refund is \$2,624.04.

Patrick Dello Russo
Scott Colborne

Kerriann Golden
John McLaughlin, Jr.

Michael Lyle 728

- Louis Peck. Mr. Peck was a Custodian for the DPW with 7 years and 3 months of creditable service. The Board total refund is \$31,724.59.
- Debra Parsons. Ms. Parsons was a Staff Coordinator for the School Department with 4 years and 2 months of creditable service. The total amount of the rollover to National Financial Services is \$22,881.67.
- Nancy Mindick. Ms. Mindick was a Paraprofessional for the School Department with 2 months of creditable service. The Board will transfer \$299.79 to the Mass Teachers' Retirement System.
- Robert Ascolillo. Mr. Ascolillo was a Paraprofessional for the School Department with 3 years of creditable service. The Board will transfer \$5,626.73 to the Mass Teachers' Retirement System.
- Kira Yorzinski. Ms. Yorzinski was a Paraprofessional for the School Department with 2 years of creditable service. The Board will transfer \$3,649.20 to the Mass Teachers' Retirement System.
- Nicole Eisenhaure. Ms. Eisenhaure was a Paraprofessional for the School Department with 2 years and 7 months of creditable service. The Board will transfer \$4,348.24 to the Mass Teachers' Retirement System.
- Dana Risso. Ms. Risso was a Firefighter for the Fire Department with 9 years of creditable service. The Board will transfer \$67,619.43 to the Massport Authority Retirement System.
- Ryan Celli. Mr. Celli was a Paraprofessional for the School Department with 2 years of creditable service. The Board will transfer \$3,599.99 to the Mass Teachers' Retirement System.
- Kaitlin Mundy. Ms. Mundy was a Paraprofessional for the School Department with 2 years of creditable service. The Board will transfer \$3,970.59 to the Andover Retirement Board.

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 August.

7. 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 reconciliation of the MMDT and Eastern Bank statements for August.

8. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to review the salary survey from August 2023 and approve the 2023 budget. On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by ROLL CALL Vote by the Board to ENTER EXECUTIVE SESSION at 9:16 AM.

Patrick Dello Russo
Scott Colborne

Kerriann Golden
John McLaughlin, Jr.

Michael Lyle 729

Board Member Colborne: Yes
Chairman Dello Russo Yes
Board Member Golden Yes
Board Member Lyle: Yes

On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by ROLL CALL Vote by the Board to END EXECUTIVE SESSION at 9:25 AM.

Board Member Colborne: Yes
Chairman Dello Russo Yes
Board Member Golden Yes
Board Member Lyle: Yes

9. 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 rate increase request letter from Attorney Fabino.

10. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to review the expense summary letter from Attorney Sacco.

11. On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** by the Board to review the article written about Attorney Sacco and review his memo to Boards in response to the article.

12. On a motion made by Board Member Lyle and seconded by Board Member Colborne, it was unanimously **VOTED** by the Board to discuss the commercial lease agreement. The Board asked the Director to ask Attorney Sacco if there is any case law of an employee injured at City Hall and to table this item until next month.

13. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to review the preliminary results of the actuarial valuation from Stone Consulting. The Board discussed the funding schedules. This item is tabled until next month.

14. On a motion made by Board Member Colborne and seconded by Chairman Dello Russo, it was unanimously **VOTED** by the Board to approve the attendance of the Executive Director and his Administrative Assistant at the MARCS annual fall conference in Springfield, MA, from October 1, 2023 through October 4, 2023. The cost of the conference is approximately \$968.00 plus approximately \$1,221.46 for hotel accommodations for 3 nights.

Patrick Dello Russo
Scott Colborne

Kerriann Golden
John McLaughlin, Jr.

Michael Lyle 730

Other Business:

-To review the PRIT Fund activity for August 2023.

Memo #19-2023: Tobacco Company List.

The date of the October meeting will be Wednesday, October 25th at 9:00 AM.

The date of the November meeting will be Wednesday, November 29th at 9:00 AM.

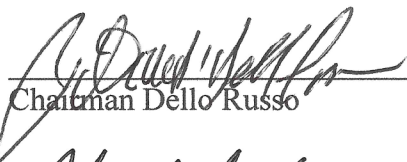
On a motion made by Board Member Colborne and seconded by Board Member Lyle, it was unanimously **VOTED** to adjourn the meeting at 9:40 AM.

**Melrose Retirement Board Meeting
September 27, 2023**

Respectfully submitted,



Executive Director



Chairman Dello Russo



Board Member Golden



Board Member Lyle

Board Member McLaughlin, Jr.

Board Member Colborne