

**RECEIVED**

By City Clerks Office at 1:37 pm, Aug 26, 2025

Michael Lyle ML Kerriann Golden KG Jill Irvin Ji 781  
Scott Colborne SC John McLaughlin, Jr. \_\_\_\_\_

**Melrose Retirement Board Meeting  
August 28, 2024**

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 9:01 AM by Chairman Lyle with Board Members Colborne, Golden, and Irvin present. Also in attendance was Executive Director Adam Travinski and Administrative Assistant Kristine Rizzo.

**New Business:**

1. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to approve the Regular Session minutes from the July 31, 2024 meeting and sign them into record.
2. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to issue payment for Cash Disbursements Warrant #08-2024 and Retirement Payroll Warrant #08-2024 for the month of August.
3. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to discuss an update on a member's disability retirement application. The Director stated there is an application that got held up due to PERAC needing a pre-employment physical and job description that he didn't have. He had to request it from the Chief, but the Chief suggested getting it from HR. HR then referred it to the City Solicitor and to sign a release form. The Director stated that he already had a signed full medical release form from the member. The City Solicitor then stated the Director was not privy to that information. The Director cited the law to the City Solicitor and was further denied until the member signed a release from the City to the Retirement Board. The Director stated that he's never had issues with these cases before. The Board discussed the remaining steps to finalize the application process with PERAC. The Director will ask for the remaining information.
4. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to discuss the ongoing rodent issue in the retirement office. The Director stated that he asked DPW what the protocol is for the issues regarding request for snap traps. The Board discussed the process of having pest control come into city hall offices and trash removal outside the retirement office.

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

- Louise McDonough-Aiello. Ms. McDonough-Aiello was an Administrative Assistant for the Health Department with 4 years of creditable service. The Board will refund the member directly.
- Edward Aggouras. Mr. Aggouras was a Desktop Technician for the IT Department with 1 year and 6 months of creditable service. The Board will transfer his account to the Concord Retirement Board.

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

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

8. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to review the monthly summary for August. The Board discussed the monthly operations for the Retirement Board. The Director explained the staff is dealing with numerous issues and an influx in requests. The Director stated the health insurance spreadsheet is not working for the retirement office. He will give the board another update in September. The Director and Administrative Assistant updated the Board on the inactives.

9. On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** by the Board to review and discuss the audit response letter from Attorney Sacco. The Board discussed his response in the report regarding the Powers & Sullivan City audit.

#### **Old and Other Business:**

- Review the PRIT Statement for July.
- PERAC Memo #19-2024: Reinstatement to Service under G.L. Ch. 32 §105.
- PERAC Memo #20-2024: Cost of Living for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors.
- PERAC Memo #21-2024: New Anti-Spiking Exemptions.
- PERAC Memo #22-2024: New Standard for Calculating Public Sector Post-Retirement Work Limitations.

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- PERAC Memo #23-2024: Veterans' Buyback Changes. The Director explained the memo stated that Attorney Fabino will be assisting in sending our membership a notice.

The date of the September meeting will be Wednesday, September 25<sup>th</sup> at 9:00 AM.  
The date of the October meeting will be Wednesday, October 30<sup>th</sup> at 9:00 AM.

On a motion made by Board Member Colborne and seconded by Board Member Golden, it was unanimously **VOTED** to adjourn the meeting at 9:36 AM.

Respectfully submitted,

Adrian T. Smith  
Executive Director

Michael Lyle  
Chairman Lyle

Scott Colborne  
Board Member Colborne

Jill Irvin  
Board Member Irvin

Kerriann Golden  
Board Member Golden

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Board Member McLaughlin, Jr.