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By City Clerks Office at 1:15 pm, Mar 18, 2026



NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Retirement Board

MEETING DATE: March 25, 2026

TIME: 8:30 AM

**MEETING LOCATION: Retirement Office, 1st Floor, City Hall
562 Main Street, Melrose, MA 02176**

REQUESTED BY: Michael L. Lyle - Chair of the Board

AGENDA

- Approve the Regular Board Meeting minutes from February 25, 2026.
- Approve the "REVISED" Regular Meeting Minutes for January 28, 2026.
- Discuss payments for the Cash Disbursements Warrant #03-2026 and Retiree Payroll Warrant #03-2026 for the month of March.
- Discuss refunds, rollovers, and transfers.
- Approve retiree certificates.
- Discuss the cash books for February.
- Discuss the bank reconciliations for February.
- Review the PRIT statement for February.
- Final discussion on Assistant Administrator position, title and job description.
- Discussion and review on salary increases for the Retirement office staff for either calendar year versus fiscal year.
- Review the PERAC Memo's #10-2026 & #12-2026.
- Revisit motion to limit legal correspondence to Executive Director only.
- Executive Director update.
- Schedule of the upcoming Board Meetings.
- Any new business and other items not reasonably anticipated at the time of meeting posting.



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