

The regular meeting of the Gardner Contributory Retirement Board was called to order by the Chairperson, Denise Merriam, on Tuesday, February 23, 2021 at 10:00 AM in Room #17, City Hall, Lower Level, Retirement Office. Board Chairperson, Denise Merriam, Ex-Officio Board Member, John Richard and Board Administrator, Cheryl Bosse were present. Board Members Neil Janssens, Kevin McInerney and Robert Newton joined the meeting remotely via a conference call due to the outbreak of the 2019 novel Coronavirus (COVID-19) and the Commonwealth of Massachusetts being under a state of emergency effective March 10, 2020. Governor Charlie Baker's Emergency Executive Order which suspended certain provisions of the Open Meeting Law were utilized for this Board Meeting.

On a motion by John Richard, seconded Neil Janssens, passing unanimously (5-0). Voting "yes" on a roll call vote were Neil Janssens, Kevin McInerney, Robert Newton, John Richard and Denise Merriam, the Board unanimously voted to approve the minutes with corrections, of the executive session portion of the meeting held on November 24, 2020 and the regular meeting of January 26, 2021. The Board members present then signed the permanent minutes of the regular meeting of December 23, 2020. The Board Administrator will have the Board Members that were participating via conference call come into the Retirement Board's Office individually to sign all documents from today's Board Meeting.

On a motion by Robert Newton, seconded by Kevin McInerney, passing unanimously (5-0). Voting "yes" on a roll call vote were Neil Janssens, Kevin McInerney, Robert Newton, John Richard and Denise Merriam, the Board unanimously voted to approve the Pre-close Trial Balance and the Pre-close General Ledger Histories for December 31, 2020 and to accept the City Treasurer's bank reconciliations for December 2020.

On a motion by John Richard, seconded by Neil Janssens, passing unanimously (5-0). Voting "yes" on a roll call vote were Neil Janssens, Kevin McInerney, Robert Newton, John Richard and Denise Merriam, the Board unanimously voted to approve Warrant #02/21 dated February 26, 2021, totaling \$696,444.68.

Vendor	For	Amount
WB Mason	Inv #217252818 Office Supplies	\$ 22.93
NECS	Inv #AR80084 & #AR81263	\$ 226.60
Law Offices of Michael Sacco	Invoice #6108	\$ 503.00
Amity Insurance	Inv #1577 Sub 32 3/1/21-3/1/22	\$ 3,934.00
Franklin Regional Ret Sys	3(8)c Reimb for Calendar Yr 2020	\$ 7,753.00
Hampshire Cty Ret Sys	3(8)c Reimb for Calendar Yr 2020	\$ 1,147.97
Middlesex County Ret Sys	3(8)c Reimb for Calendar Yr 2020	\$ 4,337.47
Worcester Cty Ret System	3(8)c Reimb for Calendar Yr 2020	\$ 62,304.35
Fitchburg Retirement Sys	3(8)c Reimb for Calendar Yr 2020	8,962.55
Marlborough Ret Board	3(8)c Reimb for Calendar Yr 2020	\$ 3,895.15
MA Teachers Ret Sys	3(8)c Reimb for Calendar Yr 2020	\$ 31,065.36
Pension Payroll #02/21	Annuity Paid	\$ 96,036.59
	Pension Paid	\$ 468,887.90
	Veteran's Benefits Paid	\$ 273.75
	Dependents Paid	\$ 201.74
	COLA Paid	\$ 6,892.32
TOTAL WARRANT #02/21		\$ 696,444.68

The Board next reviewed the PRIM statement for the Gardner Retirement System for the month of January 2021, noting a negative (\$35,778.49) Net Change in Investment Value for the month. The Management Fees for the month were \$7,753.22.

Under “Correspondence” the Board reviewed PERAC Memo #08/2021; PERAC Memo #09/2021; and PERAC Memo #10/2021. Board Administrator, Cheryl Bosse, informed the Board Members that after reviewing the information on PERAC Memo #10/2021 to the members list in Pension Technology Group, there was one name match. The name match was for a beneficiary in the Gardner Retirement Board’s System. After speaking with PERAC, it was determined that it was not the same person by comparison of the last four numbers of the social security numbers.

The Board reviewed the PERAC Pension Newsflash regarding the appointment of Richard D. MacKinnon, Jr. to the commission.

The Board reviewed an email received on January 5, 2021 from Attorney Michael Sacco regarding a memorandum for Philip Caregelo v. Malden Retirement System, CR-16-408.

The Board reviewed *The Voice*, March 2021 from Mass Retirees. A discussion was had regarding the continuation of the WEP Reform.

Under “Old Business”, the Board Administrator, Cheryl Bosse, updated the Board Members on the status of the three disability retirement applications currently in process:

Disability Applicant #1 was uploaded to PERAC through the Prosper system for PERAC review and approval.

Disability Applicant #2 has their third and final medical appointment scheduled for March 2, 2021. Once the Medical Panel Certification is received from PERAC, the Board will be able to proceed with this application process.

Disability Applicant #3 the Retirement Board is still waiting for the work accommodations to be received by the Human Resource Department. The Board Administrator, Cheryl Bosse, emailed the Human Resource Department on February 8, 2021 requesting the work accommodations. The Human Resource Director responded back on February 11, 2021 and informed that the work accommodations are in process.

Under “Old Business”, the Board recognized that they will be voting on the Cost of Living Adjustment (COLA) for FY2022 pursuant to M.G.L. Chapter 32, Section 103(i) at their March 25, 2021 Board Meeting.

Under “New Business”, on a motion by Robert Newton, seconded by Kevin McInerney, passing unanimously (5-0). Voting “yes” on a roll call vote were Neil Janssens, Kevin McInerney, Robert Newton, John Richard and Denise Merriam, the Board unanimously voted to grant superannuation retirement benefits to Alan Agnelli, Option C, effective January 5, 2021.

On a motion by Robert Newton, seconded by Kevin McInerney, passing unanimously (5-0). Voting “yes” on a roll call vote were Neil Janssens, Kevin McInerney, Robert Newton, John Richard and Denise Merriam, the Board unanimously voted to grant superannuation retirement benefits to Linda Francoeur, Option B, effective January 13, 2021.

Under “New Business,” the Board Administrator, Cheryl Bosse, updated the Board Members that 254 of the 2020 Annual Affidavits were mailed out on June 29, 2020 with their June payroll checks and notice of deposits. Of the 254, 253 have been returned and 1 is still outstanding. Retirees and Survivors had until August 21, 2020 to return their 2020 Annual Affidavits. Second notices were mailed out on August 4, 2020. The Board Administrator reviewed the 2020 Annual Affidavits received and realized that there is one that is still outstanding for Evelyn Anderson. The Board Administrator has spoken directly with Ms. Anderson and the Board Administrator is waiting for Ms. Anderson to return her signed 2020 Affidavit.

The next regular meeting is scheduled for Thursday, March 25, 2021, at 10:00 AM.

All meetings are scheduled to be held in City Hall, 1st Floor, Room 128, Mayor’s Conference Room.

There being no further business, a motion to adjourn at 10:15 A.M. was made by Kevin McInerney, seconded by John Richard, passing unanimously (5-0). Voting “yes” on a roll call vote were Neil Janssens, Kevin McInerney, Robert Newton, John Richard and Denise Merriam, the Board adjourned.

The meeting adjourned at 10:15 A.M.

APPROVED:

John Richard, Ex-Officio

Kevin McInerney, Appointed

Denise M. Merriam, Elected (Ends 6/30/2023)
Chairperson

Robert W. Newton, Elected (Ends 6/30/2023)

Neil W. Janssens, Appointed (Ends 1/1/2024)