

CHELSEA RETIREMENT BOARD MEETING
500 Broadway, Chelsea MA, 3rd Floor Conference Room of the Chelsea City Council
Minutes from the meeting held on December 14, 2021 at 9:00AM

Present Were: Board Chairman, Mr. Joseph M. Siewko, Mr. Edward Dunn, Ms. Carolyn Russo, Ms. Cheryl Watson Fisher and Mr. Richard Carroccino

Also Present: Mrs. Barbara A. O'Brien, Executive Director, Mrs. Cindy Donarumo, Assistant Director, and Mr. Brian P. Monahan, Esq., Board Counsel

Chairman Siewko opened the meeting at 9:04 AM

Michael McLaughlin matter:

- Status of remaining counts
- Motion filed by member

At 9:04 AM Ms. Russo made a motion seconded by Ms. Watson Fisher to enter Executive Session to discuss the Michael McLaughlin matters pursuant to Purpose 7 of the Open Meeting Law and the member having exercised his statutory right to a private hearing. The votes were as follows: Chairman Siewko: Yea Mr. Dunn: Yea Ms. Russo: Yea Ms. Watson Fisher: Yea Mr. Carroccino: Yea

At 9:04 AM the Executive Director left the meeting. Assistant Director was responsible for transcribing the Executive Session minutes.

At 9:39 AM the Board returned to Regular Session. The Executive Director returned to the meeting and returned to transcribing the minutes.

Mark Lee's request for an Accidental Disability Retirement – Medical Panel Certificates and Narratives have been received

At 9:40 AM Mr. Dunn made a motion seconded by Ms. Russo to enter Executive Session pursuant to Purposes 1 and 7 of the Open Meeting Law to discuss medical records relating to the Mark Lee matter. The votes were as follows: Chairman Siewko: Yea Mr. Dunn: Yea Ms. Russo: Yea Ms. Watson Fisher: Yea Mr. Carroccino: Yea

At 9:42 AM the Board returned to Regular Session.

At 9:43 AM Mr. Carroccino made a motion seconded by Ms. Watson Fisher to approve Mark Lee's request for an Accidental Disability Retirement. The votes were as follows: Chairman Siewko: Yea Mr. Dunn: Yea Ms. Russo: Yea Ms. Watson Fisher: Yea Mr. Carroccino: Yea

~~Approval of the Executive Session Minutes of the September 16, 2021 Retirement Board Meeting tabled from November 15, 2021 Board meeting~~

AT 9:43 AM Mr. Dunn made a motion seconded by Ms. Russo to enter Executive Session pursuant to Purpose 7 of the Open Meeting Law to discuss the Executive Session Minutes of the September 16, 2021 Retirement Board Meeting transcribed by the Assistant Director. The Executive Director left the meeting and the Assistant Director was responsible for transcribing the Executive Session minutes. The votes were as follows: Chairman Siewko: Yea Mr. Dunn: Yea Ms. Russo: Yea Ms. Watson Fisher: Yea Mr. Carroccino: Yea

At 9:46 AM the Board returned to Regular Session and the Executive Director returned to the meeting and to transcribing the minutes.

At 9:46 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to approve the Executive Session Minutes of the September 16, 2021 Retirement Board Meeting. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:46 AM Ms. Russo made a motion seconded by Ms. Watson Fisher to approve the Executive Session Minutes of the Special Meeting held on September 28, 2021. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:47 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to approve the Regular Session Minutes of the Special Meeting held on September 28, 2021. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 9:48 AM Ms. Watson Fisher made a motion seconded by Mr. Dunn to approve the Executive Session Minutes of the October 20, 2021 Retirement Board meeting . The motion passed 4-0. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea; Ms. Russo abstained.

At 9:49 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve the Regular Session Minutes of the October 20, 2021 Retirement Board meeting as amended. The motion passed 4-0. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea; Ms. Russo abstained.

At 9:53 AM Ms. Watson Fisher made a motion seconded by Mr. Dunn to approve the Executive Session Minutes, as amended, of the November 15, 2021 Retirement Board meeting. The motion passed 4-0. The votes were as follows: Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea; Chairman Siewko abstained.

At 9:54 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to approve the Regular Session Minutes, as amended, of the November 15, 2021 Retirement Board meeting. The motion passed 4-0. The votes were as follows: Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea; Chairman Siewko abstained.

The Executive Director provided the Board with an update regarding the status of the outstanding refunds due on erroneously withheld retirement deductions (School/Snow Overtime) based on communication with Maria Acosta, Assistant Business Manager for Payroll for the Chelsea Public School Department. The Executive Director stated that she would provide an additional update at next month's meeting.

At 9:59 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve Deborah Norcott's refund of erroneously withheld retirement deductions-School/Snow Overtime. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 10:00 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve Richard Perisie's refund of retirement deductions withheld on Vacation Buyback Payments. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Dominic Pegnato – The Board discussed the correspondence received from Mr. Pegnato on December 8, 2021. The Board stated that this request for payment is pursuant to the 2013-2016 PERAC Audit Report finding and that the Board is required to collect payment from Mr. Pegnato pursuant to M.G.L. c.32, s. 20(5)(c)(2).

Follow Up 2013-2016 PERAC Audit – Judith LaRosa-recalculation of retirement allowance

At 10:06 AM Ms. Russo made a motion seconded by Mr. Carroccino to accept the Executive Director's recalculation of Judith LaRosa's retirement allowance and the Executive Director's calculation of the refund due to Judith LaRosa. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino:Yea

The following Retirement System has requested the transfer of funds for the following member:

| Name/Title/Group | Board Requesting Transfer | Accumulated Deductions | Total Service Credit / 3(8)c Liability | 10/12 Month Basis |
|-------------------------------------|---------------------------|------------------------|--|-------------------|
| Stephanie Santos/CHA Program Rep./1 | Everett Ret. System | \$15,971.79 | 3.9167 | 12 |

At 10:08 AM Mr. Dunn made a motion seconded by Mr. Carroccino to approve the above transfer. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The following members have submitted an application for voluntary superannuation retirement benefits pursuant to M.G.L. c. 32 §5:

| Name/Title/Group | DOR | Age | Years of Service | Estimated 3 Yr. Average |
|---------------------------------------|------------|-----|------------------|-------------------------|
| Sheila DeJesus/Paraprofessional/1 | 12/31/2021 | 62 | 27.3333 | \$27,620.04 |
| Lam Son Vu/Field Operations Mgr./1 | 01/01/2022 | 56 | 19.5000 | \$86,117.84 |
| Deborah Norcott/Custodian/1 | 01/03/2022 | 65 | 30.3333 | \$61,043.00 |
| Rosemarie Carlisle/School Committee/1 | 01/01/2022 | 76 | 14.0000 | \$7,000.00 |
| Julia Velazquez/Fiscal Analyst/1 | 12/31/2021 | 66 | 19.9167 | \$52,806.53 |
| John Cunningham/Firefighter/4 | 01/07/2022 | 54 | 32.5833 | \$84,820.16 |

At 10:10 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to approve the above retirements. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

The following members have requested a refund of their accumulated deductions:

| Name/Title/Group | Accumulated Deductions | Age | Service Credit | Taxes Withheld |
|------------------------------------|------------------------|-----|---|----------------|
| Lad Dell/Land Use Administrator/1 | \$12,815.19 | 46 | Chelsea Ret. System 1.5833 on a 12 month basis/.2727 MTRS on a 10 month basis | Yes |
| Natalie Oliveras/Principal Clerk/1 | \$5,517.16 | 25 | 1.2500 | Yes |

At 10:11 AM Ms. Watson Fisher made a motion seconded by Mr. Carroccino to approve the above refund. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Attorney's Report:

- Thomas Riley-Military-Buyback

At 10:16 AM Ms. Watson Fisher made a motion seconded by Ms. Russo to 1.) Find that the original notice provided to Mr. Riley regarding the Board's approval of his military service buyback request was deficient whereas it did not provide the option to pay via a payment plan 2.) Issue a new letter informing Mr. Riley of the option to buyback via a payment plan, re-starting the 180-day window. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

- Michael McLaughlin – Board Counsel referenced the Status Report that he issued to Magistrate Rooney on December 8, 2021 and stated that he would update the Board once he receives a response.

Executive Director's Report:

- The Assistant Director reported that there are still a few outstanding 2021 Annual Affidavits. The Board agreed that if any affidavits are still outstanding at the time of the December 2021 payroll that the applicable direct deposit payments need to be changed to checks and held until receipt of the affidavits.

December 2021 Cash Disbursements Warrant:

After discussion, the Executive Director stated that the warrant would be revised to reflect the reversal of reimbursement to Board Staff for parking meter expenses. Email correspondence with PERAC Auditor Scott Henderson, giving the Board permission to approve such expense, was provided with the receipts. However, there was Board discussion that a request for parking meter reimbursement would have to be an agenda item to be discussed at a future meeting.

Retiree payroll and Staff payroll were approved.

The following items were distributed:

- September 2021 Cashbooks, Bank Statement, Bank Reconciliation, PRIT Balance Sheet & Budget to Actual Report
- PERAC Memo #32, 2021 Cybersecurity and Internal Controls
- Michael McLaughlin – Status Report dated December 8, 2021
- December 8, 2021 Determination re: Mass Retirees appeal
- November 29, 2021 Mass Teachers appeal
- Schedule of Retirement Board meetings for 2022

At 10:27 AM Ms. Russo made a motion seconded by Ms. Watson Fisher to enter Executive Session for negotiations of the Executive Director's position compensation pursuant to Purposes 2 and 7 of the Open Meeting Law. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

At 10:27 AM the Executive Director and Assistant Director left for the duration of the meeting. Chairman Siewko stated he would transcribe the remainder of the minutes.

At 11:10 AM the Board returned to Regular Session.

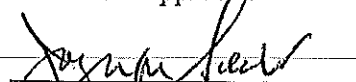
At 11:11 AM Mr. Carroccino made a motion seconded by Mr. Dunn to adjourn. The votes were as follows: Chairman Siewko:Yea Mr. Dunn:Yea Ms. Russo:Yea Ms. Watson Fisher:Yea Mr. Carroccino: Yea

Respectfully submitted,




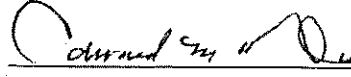
Barbara O'Brien
Executive Director

Members' Approval:


 Joseph M. Siewko, Chairman


 Richard Carroccino


 Cheryl Watson Fisher


 Edward M. Dunn, Ex Officio


 Carolyn M. Russo