

FRANKLIN REGIONAL RETIREMENT SYSTEM
BOARD MEETING MINUTES
December 19, 2012

A meeting of the Franklin Regional Retirement Board, duly posted to be held in the Board office, 278 Main Street, Suite 311, Greenfield, MA., on the above date was called to order at 8:03 AM by Board Chair, Sandra Hanks with Board Members Herbert Sanderson, Mary Stokarski and David Gendron present. Also present were Executive Director Dale Kowacki, Assistant Director Susan Bobe, and Member Services Accountant Deb Frenzoz.

Prior to and during the meeting, the following items were available for the Board's review: monthly financial statements, current investment statements, invoices, and member and retiree files related to items on the agenda.

Review and Acceptance of Meeting Minutes

On a motion made by D. Gendron and second by M. Stokarski, the Board voted unanimously to approve the minutes of the regular meeting held on November 28, 2012.

Payroll, Refunds, Transfers and Bills Warrants

On a motion made by M. Stokarski and second by D. Gendron, the Board voted unanimously to approve the warrants as follows:

<i>Retirees Payroll</i>	<i>\$585,501.78</i>
<i>Refunds</i>	<i>88,694.67</i>
<i>Transfers</i>	<i>13,840.52</i>
<i>Invoices 12-12W</i>	<i>19,468.83</i>
<i>Invoices 00-13W</i>	<i><u>4,671.65</u></i>
<i>For a total of:</i>	<i>\$712,177.45</i>

Cash Transfer between Investments and bank

On a motion by D. Gendron and a second by M. Stokarski, the Board voted unanimously to transfer \$200,000 from Seizert Capital Partners and \$134,000 from Daruma Asset Management to TDBank to cover next month's warrants.

New Members

On a motion made by H. Sanderson and second by D. Gendron, the Board voted unanimously to approve the new members as follows:

<u>NAME</u>	<u>UNIT</u>	<u>DATE OF HIRE</u>
Celinda A. Ezzell	STB	11/26/2012
Mary K. Fitz-Gibbon	ASH	09/26/2012
Sandra M. Loonie	MHR	11/05/2012
Edward MacDonald	CON	11/26/2012
Anthony Martinez Rodriguez	FTA	11/13/2012

Richard J. Ormond	SHB	12/03/2012
Fred D. Redeker	MOH	11/06/2012
Meredith Stewart	MOH	09/25/2012

EXISTING MEMBERS

Cathryn M. Thomas	SND	07/14/2012
Melissa Pincus	MOH	08/28/2011

New Retirees:

On a motion made by D. Gendron and second by H. Sanderson, the Board voted unanimously to approve the following retirement:

Brocklesby, Debran – PERAC approval has been received for an Option B retirement effective 10/5/12. Debran worked for the Franklin County Regional Housing and Redevelopment Authority for 23 years, 8 months.

Accept Liability for Buybacks and Makeups through other Systems:

On a motion made by H. Sanderson and second by D. Gendron, the Board voted unanimously to accept liability for the following buyback through another system:

Natichioni, Barbara – Barnstable County Retirement has asked FRRS to accept liability for creditable service upon re-deposit of a refund taken by this member on 8/31/2006. Service was as an instructional aide in the Frontier Regional School for one school year, 8/31/2005 through 6/20/2006. Allowable service for liability is one year on a refunded amount of \$1,301.51.

Deaths

Kavanaugh, Edward – option C (pop-up) retiree since 5/6/1998, Mr. Kavanaugh was a selectboard member in the Town of Erving accruing 27 years of creditable service. DOD was 12/03/2012.

Ball, Norma – option A retiree since 12/31/1985, Ms. Ball was a secretary in the Orange public schools accruing 26 years of creditable service. DOD was 12/05/2012.

Valerie Dow – option B retiree since 9/30/2006, Ms. Dow served for 34 years, ending her career as the cafeteria manager for the Mahar Regional School District. DOD was 12/14/2012.

General Business:

Dennis Welcome

The PERAC medical panel certificates were received by the Board on December 8, 2012 and sent to Michael Sacco for review. Attorney Sacco's report gave the Board the discretion to grant Mr. Welcome an accidental disability retirement.

Dennis Welcome was employed as an Equipment Operator/Laborer for a period of approximately 23 years, 9 months and had applied for an accidental disability retirement due to injuries incurred while on the job.

On a motion by D. Gendron and a second by H. Sanderson the Board voted unanimously to approve Mr. Welcome's accidental disability application.

Staff Evaluations

The members of the Board discussed and reviewed the staff evaluations . . .

On a motion by M. Stokarski and a second by D. Gendron the Board voted unanimously to accept the staff evaluations as presented.

In consideration of the positive staff evaluations:

On a motion by D. Gendron and a second by M. Stokarski the Board voted unanimously to award a 1.1% merit increase to all staff effective January 1, 2013.

It was requested that it be noted that the Board would like to give more.

Investment Meetings

Dale Kowacki, Executive Director, presented the Board with a 2013 schedule for quarterly meetings with our Investment Managers. Upon review by the Board the schedule was accepted as presented.

- Wednesday, February 27, 201 - Greg (8:30 am) with - Polen (9:00 am) and PRIT/PRIM (9:30 am)
- Wednesday, May 29, 201 - Greg (8:30 am) with - O'Shaughnessy (9:00 am) and Daruma (9:30 am)
- Wednesday, August 28, 20 - Greg (8:30 am) with - Seizert (9:00 am) and IR&M (9:30 am)
- Monday, November 25, 20 - Greg only (9:00 am)

Lump-sum vacation pay

PERAC memo (#39-2012) instructs retirement systems to, under certain circumstances; include lump-sum vacation pay in pensionable earnings. Board Attorney M. Sacco disagrees and after a brief discussion of PERAC's memo and Michael's letter the board unanimously agreed with Attorney Michael Sacco not to include lump-sum vacation pay in pensionable earnings.

On a motion made by H. Sanderson and a second by D. Gendron, the Board unanimously voted to not include lump-sum vacation pay in pensionable earnings.

New Business:

Exception to Temporary positions policy

FRRS membership regulations consider temporary positions not eligible for membership - including any active member taking a temporary position as a one-year substitute or being appointed to an interim position. Dale Kowacki, Executive Director, presented the board with an exception to our membership regulations regarding temporary positions.

On a motion made by H. Sanderson and a second by D. Gendron, the Board unanimously voted to set membership regulation policy for temporary positions as follows:

“When an active member temporarily switches to a different position, without a break in service, within the Franklin Regional Retirement and regardless of unit, they will continue as an active member, with deductions taken, and receive service credit consistent with the Board’s creditable service regulations.”

Adjournment

On a motion made by H. Sanderson and a second by D. Gendron, the Board unanimously voted to adjourn the meeting at 9:26 a.m.

Respectfully submitted,

Dale C. Kowacki, Executive Director

THESE MINUTES WERE APPROVED ON JANUARY 30, 2013

Sandra A. Hanks, Chair

Herbert L. Sanderson Jr., Vice-Chair

David R. Gendron, Board Member

Mary A. Stokarski, Board Member

Paul J. Mokrzecki, Board Member