

FRANKLIN REGIONAL RETIREMENT SYSTEM
BOARD MEETING MINUTES
October 31, 2017

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 8:04 a.m. by Board Chair, Sandra Hanks with Board Members Paula Light, Mary Stokarski, and Gabriele Voelker present. Also present were Executive Director Dale Kowacki, Assistant Director Susan Bobe, and Auditor Deb Frentzos.

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.

A permanent copy of the agenda as presented to the Board, with the exception of those items that are restricted from public viewing, is on file in the retirement office.

Review and Acceptance of Meeting Minutes

On a motion made by G. Voelker and second by P. Light, the Board voted unanimously to approve the minutes of the regular meeting held on September 27, 2017.

Payroll, Refunds, Transfers and Bills Warrants

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

Retirees Payroll	\$838,588.26
Refunds	26,981.35
Transfers	59,987.32
Invoices 09-17Wa	300.00
Invoices 10-17W	<u>126,822.45</u>
For a total of:	\$1,052,679.38

Cash Transfer between Investments and Bank - September

On a motion made by M. Stokarski and a second by P. Light, the Board, voted unanimously to transfer \$610,000 from PRIT Core Fund to Unibank to cover next month's warrants.

Membership

On a motion made by P. Light and second by M. Stokarski, the Board voted unanimously to approve the new members, new positions, and additional positions as follows:

<u>NAME</u>	<u>HIRE DATE</u>	<u>C.S. %</u>	<u>New %</u>	<u>UNIT</u>	<u>POSITION</u>
Bailey, Jeffrey A	10/02/2017	100%		LEV	Head Custodian
Baker-DeKater, Ruben	08/28/2017	100%		MOH	Paraprofessional

Bettors, Ryan S	10/10/2017	100%	ERV	Fireman
Callahan, Jessica H	08/29/2017	100%	SND	Instructional Assistant
Cornish, Lisa A	09/25/2017	100%	FCH	Director of Finance
Fernandes, Daniel P	10/09/2017	100%	STB	Police Officer
Haskins, Dawn M	08/28/2017	100%	SND	Instructional Assistant
Herron-Clark, Emily R	08/29/2017	90%	PNR	Instructional Assistant
Hubbard, Karen A	08/29/2017	90%	PNR	Paraprofessional
Johnson, Andrew P	08/28/2017	100%	STB	Paraeducator
Juels, Dara	08/28/2017	90%	STB	Paraprofessional
LaBianca, Carlo T	09/21/2017	100%	ERV	Assistant Custodian
LaRue, Lee Ann	08/29/2017	90%	PNR	1:1 Instructional Assistant
Mattson, Kirsten L	08/29/2017	100%	SND	Instructional Assistant
Muccio, Nicholas S	08/29/2017	90%	PNR	Permanent Long Term Sub
Murray, Nicholas D	08/21/2017	100%	PNR	Computer Technician
Neizer-Brown, Miranda K	08/29/2017	90%	PNR	Instructional Assistant
Peesapati, Radha	09/11/2017	100%	SND	Instructional Assistant
Reyes, Susan B	08/29/2017	90%	PNR	Instructional Assistant
Rodriguez, Jeanine M	09/18/2017	100%	FCH	Property Manager
Scully, Janet S	10/10/2017	60%	WTY	Administrative Assistant
Swasey, Robert W	09/05/2017	100%	SDF	Firefighter
Tsipenyuk, Theresa M	08/29/2017	90%	PNR	Instructional Assistant
Wood, Melissa J	08/29/2017	100%	PNR	Kitchen Helper
<u>New Positions</u>		<u>C.S. %</u>	<u>New %</u>	
Capuano, Timothy	09/18/2017	100%		FRN Student Services Assistant
Cromack, Wayne	08/15/2017	100%		ROW Custodian
Rivera, Amanda J	08/28/2017	100%	90%	HLT Paraprofessional
<u>Additional Position</u>				
Cullen, Dolores	08/30/2017	100%		SND OST Nurse
Gumlaw, Brooke	09/05/2017	100%		DER Pre K assistant, extended daycare

New Retirees:

On a motion made by P. Light and a second by G. Voelker, the Board voted unanimously to approve the following retirements:

Benson, Deborah - the retirement package has been submitted to PERAC to retire Deborah Benson for a Superannuation, Option A retirement allowance. Her last day of work was September 18, 2017 and her retirement benefit will begin on September 19, 2017. Ms. Benson was a group 1 member working in the kitchen for the Mohawk Regional School District, accruing 13 years of creditable service.

Bunker, Gary - the retirement package has been submitted to PERAC to retire Gary Bunker for a Superannuation, Option C retirement allowance. His last day of work was August 25, 2017 and his retirement benefit will begin on September 20, 2017. Mr. Bunker was a group 1 member working as the Director of Technology for the Ralph C. Mahar Regional School District, accruing 12 years, 11 months of creditable service.

Schmidt, Stephen - the retirement package has been submitted to PERAC to retire Stephen Schmidt for a Superannuation, Option A retirement allowance. His last day of work was August 16, 2017 and his retirement benefit will begin on August 17, 2017. Mr. Schmidt was a group 1 member working as an administrative assessor for the Town of Leverett and as an assessor for the Town of Shutesbury, accruing 17 years, 3 months of creditable service.

Curtis, Priscilla - the retirement package has been submitted to PERAC to retire Priscilla Curtis for a Superannuation, Option A retirement allowance. Her last day of work was September 30, 2017 and her retirement benefit will begin on October 1, 2017. Ms. Curtis was a group 1 member working as the Sanitation Department Superintendent for the Town of Orange, accruing 26 years, 7 months of creditable service.

Buybacks and Makeups:

On a motion made by G. Voelker and a second by P. Light, the Board voted unanimously to approve the following buybacks of creditable service:

Carey, Jill – current member with the Franklin County Regional Housing & Redevelopment Authority has requested a buyback of a refund taken from the State Board of Retirement for time worked 09/12/1993 to 11/01/2003. The State Board of Retirement will accept service liability of 10 years, 1 month, 20 days. Total cost is \$30,657.69 if paid by November 30, 2017; otherwise interest will accrue as allowed by law.

Mallet, BettyLou – current member in New Salem/Wendell Union School District has requested a make-up of part-time non-membership service prior to membership eligibility between August 4, 1997 and January 1, 1998. Service was as the Treasurer/Tax Collector Clerk for the Town of Erving. The Treasurer has provided payroll records. Creditable service of 1 month, 14 days has been determined by actual hours worked using the gross wages divided by 2 times the

Massachusetts minimum hourly wage for each year of data provided. The cost is \$480.34 if paid by November 30, 2017; otherwise interest will accrue as allowed by law.

Wilcox, Toni – current member in the Mohawk Regional School District has requested a make-up of part-time non-membership service prior to membership eligibility between January 22, 1985 and June 30, 1985. Service was as a teacher aide for the Buckland-Shelburne Regional School. W2 and appointment letter have been obtained. Allowable service is calculated using hour for hour, for a total of 300 hours equal to 2 months, 20 days of creditable service, 12 for 10 calculation. The cost is \$361.15 if paid by November 30, 2017; otherwise interest will accrue as allowed by law.

General Business:

2018 Budget

The budget was presented to the Board with changes to the Board stipends line and the investment management fees line to reflect the 4.34% increase to the four board member stipends, and an increase to the projected management fees for 2018.

On a motion made by M. Stokarski and a second by P. Light, the Board unanimously voted to approve the budget as presented for a total of \$1,444,905.00.

Minimum wage versus double the minimum wage for service purchases.

In May 2009 the Board voted using minimum wage (State) to determine service to grant call firefighters, and then in June 2009 the Board voted to use double the minimum wage (State) to determine service in stipended positions. The question is, does the Board believe that the June vote retroactively updates the May vote?

May 27, 2009 –

2) Creditable Service for Call Firefighters

On a motion by P. Mokrzecki and a second by D. Gendron, the Board voted unanimously to determine the actual hours worked for call firefighters, by dividing the earnings by the known hourly rate for those wages, and if the hourly rate is not known, to use the corresponding Massachusetts minimum hourly wage for each particular time period.

This vote assumes that call fire fighters are intermittent, unscheduled employees and accrue creditable service as actual hours worked.

June 30, 2009 –

4) Use of Minimum Wage for Calculating Service

On a motion by D. Gendron and a second by P. Mokrzecki, the Board voted unanimously that in the case of appointed officials or employees purchasing creditable service for time prior to becoming a member, when actual hours worked cannot be determined, or when the position was salaried or stipend, the hours can be determined by using double the Massachusetts minimum wage for that period.

After a brief discussion, the Board left the votes as-is.

No action taken.

Discuss new Open Meeting rules.

Dale Kowacki, Executive Director presented the revisions to the Open Meeting Law regulations, a brief discussion of the pertinent changes followed.

Stock Market Corrections

Dale Kowacki, Executive Director provided materials to support discussion of how well, or not, the system is prepared to absorb a downturn in the “market”. The conversation was intended as preparation for asking the question of the Board’s investment consultant at the November 2017 board meeting.

Bitcoin, Cryptocurrency, Blockchain

Dale Kowacki, Executive Director provided reading materials and described the meaning, technology, and possible future use of blockchain technology and related cryptocurrencies being reported in mainstream press.

Adjournment

On a motion made by P. Light and a second by M. Stokarski, the Board voted to adjourn the meeting at 9:14 a.m.

Respectfully submitted,

THESE MINUTES WERE APPROVED ON NOVEMBER 29, 2017

Dale C. Kowacki, Executive Director

Sandra A. Hanks, Chair and Treasurer

Paula J. Light, Council Member

Gabriele H. Voelker, Board Member

Mary A. Stokarski, Board Member

absent
Paul J. Mokrzecki, Board Member

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