

Regular Meeting – June 24, 2020

The Taunton Retirement Board (the “Board”) met at 1:00 p.m. on June 24, 2020 at 104 Dean Street, Suite 203, Taunton, MA with Chairperson Ann Marie Hebert presiding and board members Dennis M. Smith and Barry J. Amaral present and members Thomas A. Bernier & Gill E. Enos participating remotely.

Roll Call

All members were present at the 1:00 p.m. remote roll call.

Also present were:

Paul J. Slivinski, Executive Director – in attendance

Atty. Michael Sacco-via remote

Karen Medeiros, Admin. Ass’t.-via remote

REGULAR BUSINESS:

Minutes – from the May 27, 2020 regular meeting.

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to approve the minutes.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Warrants – #40 thru #45 for 2020.

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to approve the warrants.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

New members of the system to date:

- Matthew Rutherford, (Reinstated Member 6/1/20) TMLP, Group 1, 9+2%
- Phillip Duarte, City Council, Group 1, 9+2%
- Gregg Faria, Taunton Housing Authority, Group 1, 9+2%

On the motion by Smith, seconded by Bernier, it was unanimously

VOTED: to approve the new members.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Refunds/transfers subject to D.O.R. liens:

- Adrienne Danner, THA, Group 1

On the motion by Smith, seconded by Bernier, it was unanimously

VOTED: to approve the refunds & transfers.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Retirement/survivorship applications:

- John Fernandes, School, Group 1, Superannuation, 7/6/20
- Ann T. Rogers, Veterans Department, Group 1, Superannuation, 6/20/20
- Joseph Azevedo, Community Development, Group 1, Superannuation, 7/3/20

- Joan King, School, Group 1, Superannuation, 9/2/20
- Cindy Forgette, School, Group 1, Superannuation, 06/24/20
- Norine Rego, School, Group 1, Superannuation, 06/25/20
- Judith Lema, School, Group 1, Superannuation, 08/19/20

On the motion by Smith, seconded by Bernier, it was unanimously

VOTED: to approve the retirement and survivorships.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Deaths

- Edward Donnelly, dod: 5/22/20, Option B: no further benefits to pay out
- Dan Bettencourt, dod: 5/28/20, Option B: payout to Bella Bettencourt
- Ernest Enos, dod: 6/8/20, Option B: no further benefits to pay out
- Jane Piechota, dod: 6/6/20, Option A: no further benefits to pay out
- Kathy Maki, dod: 6/6/20, Option D: Kaitlyn Maki

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to acknowledge deaths and place on file.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Make-up/redeposits and liability for creditable service: there were none.

PERAC Memo’s and correspondence:

- PERAC Funding Schedule (and Actuarial Valuation) approval

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to receive and place on file.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Investments & accounting:

- Accounting reports for m/e–Trial Balance, Cash Receipts & Disbursements, and Journal Entries. Bristol County Savings Bank Checking account statement and reconciliation as of 4/30/2020. After the Board’s full review of all reports, it was voted as follows:

On the motion by Enos, seconded by Bernier, it was unanimously

VOTED: to approve accounting reports for m/e 04/30/2020 – Trial Balances, Cash Receipts & Disbursements, and Journal Entries. Bristol County Savings Bank Checking account statement and reconciliation as of 04/30/2020.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

- Investments Purchased (\$29,095,120.64) and Sold \$29,095,114.30 for m/e 4/30/2020.

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to approve Investments Purchased & Sold for m/e 04/30/2020.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

- FY2020 Pension Appropriation \$4,015,249.50 q/e 6/30/2020. Vote to place in money market at People's Bank for cash needs.

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to invest the FY2020 Pension appropriation for the City of Taunton for \$4,015,249.50 due by 06/30/2020 in the money market account at People's bank for future cash needs.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

Funding & Budget requests:

- Review budget expenditures and account balances thru m/e 05/31/2020.

On the motion by Enos, seconded by Smith, it was unanimously

VOTED: to approve budget accounts and expenditures thru m/e 05/31/2020.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

Travel, Education & Conferences:

Karen Medeiros addressed that board and asked about NCPERS travel expense for airfare charged to her personal credit card. PERAC previously opined that, due to cancellation of the NCPERS conference due to COVID-19, members could not be reimbursed – unless and until the funds are used for a future conference. In the meantime, Ms. Medeiros noted the interest that is accruing on her account and asked if this will eventually be reimbursed if used on a future conference? The board was inclined to think not, but instead instructed the Ex. Director to check with PERAC legal dept. on this issue once again.

Legal matters:

- Legal expenses of \$625.00 for m/e 05/31/2020 for Atty. Michael Sacco.

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to approve the legal expenses for m/e 05/31/2020.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

OLD BUSINESS: there was none.

NEW BUSINESS: there was none.

Requests-for-proposals

The Board reviewed four (4) RFP's for Large-cap Value Equity, Large-cap Growth Equity, Agriculture, and International Fixed Income that was provided by investment consultant Dahab Associates. After review and discussion, it was voted as follows:

On the motion by Smith, seconded by Amaral, it was unanimously

VOTED: to accept the RFP's and to have Dahab Associates advertise for proposals.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

Investment performance update

The Board reviewed an investment performance update from Dahab Associates for YTD thru 5/31/2020. The assets performed at -7.2% versus the policy index of -6.4% for the YTD. For the quarter-to-date thru 5/31/2020, the assets are up +12.9% vs. policy index +11.6%. The Board was pleased with the positive results from April and May so far. The report was placed on file.

On the motion by Amaral, seconded by Smith, it was unanimously

VOTED: to receive and place on file.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Vontobel Asset Mgmt. – International Equity Fund

The Board reviewed an email from Trang Calhoun of Vontobel dated 6/22/2020 informing the board that client service manager Jeffrey Kutler is no longer with the firm. The interim relationship manager will be Amit Mukadam for now. Dahab sent an email response that stated that this has no effect on the asset management and this is purely the service rep. position.

On the motion by Enos, seconded by Amaral, it was unanimously

VOTED: to acknowledge new client service rep. and place on file.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Marine Investments

Pursuant to member Enos prior request, Dahab provided an analysis on marine investments. Dahab does not recommend this asset class at this time. After review and discussion, the board voted as follows:

On the motion by Enos, seconded by Amaral, it was unanimously

VOTED: to continue to monitor these types of investments along the way to see if they would eventually be beneficial to the plan.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

EXECUTIVE SESSION:

At 1:17 p.m., Chairperson Hebert entertained a motion to go into Executive Session pursuant to M.G.L. c. 30A, s. 21(a)(3) for the purpose of reviewing the medical panel reports for accidental disability on Russell Laine (Fire Dept.). The Board noted that it would reconvene in open session following the executive session. VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

(The minutes of the executive session are kept in a separate minute book)

Open Session 1:20 p.m.

On the motion by Enos, seconded by Amaral, it was unanimously

VOTED: to record the votes that were taken during the executive session in open session.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

On the motion by Amaral, seconded by Smith, it was unanimously

VOTED: to approve the application of Russell Laine for accidental disability and to transmit to PERAC for final review and approval.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral “YES”; Member Bernier “YES”; Member Hebert “YES”; Member Smith “YES”, Member Enos “YES”.

Executive Director's report:

- Notice of election – to be mailed early July 2020.
- Kathy Maki, Assistant Director deceased June 6, 2020. Unused Vacation \$18,891.04; Unused Sick \$588.30; and Unused Personal \$1,045.87. Total \$20,525.21

On the motion by Enos, seconded by Smith, it was unanimously

VOTED: to approve the payout of unused sick, vacation and personal leave to Ms. Maki's beneficiary.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

- Assistant Executive Director Position – The Board discussed allocation of these duties among current staff versus hiring another Asst. Director.

On the motion by Enos, seconded by Smith, it was unanimously

VOTED: to advertise for the position of Assistant Executive Director with a salary range of \$70,000-\$78,000 annually depending on experience and qualifications.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

- COVID-19 – Ex. Director explained that the office re-opened effective June 15th following the City of Taunton's policy.
- Admin. Ass't. Karen Medeiros – asked the Board to continue remote work due to childcare issues. Chairperson Hebert noted that the city has a form that would be most useful and that Ms. Medeiros should complete and submit this to the board for proper documentation.

On the motion by Enos, seconded by Bernier, it was unanimously

VOTED: to approve continued remote work from home by Karen Medeiros upon receipt of the City of Taunton's Covid-19 remote work form. This is good for 30 days or until the next meeting for continued review.

VOTE: 5-0-0

A roll call vote was taken and recorded as follows: Member Amaral "YES"; Member Bernier "YES"; Member Hebert "YES"; Member Smith "YES", Member Enos "YES".

There being no further business to come before the Board, it was voted to adjourn at 1:50 p.m.

APPROVED BOARD OF RETIREMENT

Ann Marie Hebert, Ex-Officio, Chairperson

Paul J. Slivinski, Executive Director

Dennis Smith, Elected Member

Barry Amaral, Appointed Member

Thomas A. Bernier, Elected Member

Gill E. Enos, Appointed Member