

Belmont Contributory Retirement Board  
Thursday, April 28, 2016 at 8:15 am  
Belmont Town Hall, 455 Concord Avenue, Conference Room 2 (Ground Floor)

2016 JUN -3 PM 2:32

Meeting Minutes

Board Members Present

Rosario Sacco, chair; Thomas Gibson, vice-chair; Chitra Subramanian; Walter Wellman

Guests

Scott Driscoll, NEPC; James Quirk, board counsel; Elizabeth Pew, town meeting member

Call to Order

Chairman Sacco called the meeting to order at 8:20 am

Presentation by NEPC

- Mr. Driscoll reviewed the March performance report
- As requested at the previous meeting, he discussed the performance comparison for Belmont v. PRIT since Trotsky became executive director
- In the last three out of five years, Belmont has outperformed PRIT; it continues to outperform for trailing performance
- Mr. Gibson inquired about ten year number performance as PERAC looks at this to determine whether a retirement board must go into PRIT: for that period, Belmont had a return of 6.9% v PRIT at 5.1%
- Mr. Driscoll then reviewed the broad market indexes: every asset class is positive YTD
- PIMCO, which has struggled, has recouped
- He provided updates through last Friday
- Upcoming economic announcements and meetings could lead to volatility and/or rate rise
- Equity has been strong in April
- Fixed income is negative due to flight to safety
- Gross of fees return is now positive for the year
- Overweight in equities due to positive return in March
- Real estate: AEW was recently named in a Boston Globe article
- The board needs to schedule investment manager reviews. Scott will invite Rhumblin to attend the next meeting

Discussion and Vote on Granting COLA for Retirees

- Mr. Wellman made a motion, seconded by Mr. Gibson, to adopt a cost of living allowance (COLA) of 3% on the first \$12,000 of a retirement allowance for qualifying retirees and survivors effective July 1, 2016 per GL Chap 32 sections 103(c) and 103(i).
- Mr. Gibson noted that the COLA on Social Security was 0% based on the CPI for working families; this index is weighted and energy costs have gone down; retirees have health care costs, which have skyrocketed; COLA helps to offset this; Belmont had a 2.5% increase in health insurance rates
- The vote passed unanimously
- Notice of the vote will be sent to PERAC

#### Review and Acceptance of Minutes

- Mr. Gibson made a motion, seconded by Mr. Wellman, to approve the minutes of the March 28, 2016 meeting. The vote passed unanimously.

#### 2016 Valuation Update

- Data is being updated
- Rollover of the last valuation will be used for the town audit GASB figures

#### Update from James Quirk, Jr., Board Attorney

- Section 15 update: SJC decision in DiMasi: entitled to remaining ASF balance; retiree is not required to repay allowance from retirement to conviction
- 840 CMR disability changes effective March 11: retirement board should make every effort to expedite the case if no Workers Comp or 111F is being paid; clarification on 10.10 member's attorney may attend to hear the decision of the medical panel; medical records must be provided to the board, member may not provide records directly to medical panel; changed 10..11, must send clarification request to PERAC; changed role of hearing officer for cases involving PTSD
- Young v State Retirement Board: regarding contract service, State Retirement Board allowed the member to buy time, but would not use salary for that period in the retirement calculation; If was decided that the State Board overstated its authority

#### Review of Trial Balance

- The board reviewed the most recent trial balance
- Mr. Gibson made a motion, seconded by Mr. Wellman, to accept the trial balance

#### Report of the Executive Director

- The major projects in the office are data cleanup and technology upgrade
- The board discussed the upcoming municipal audit

#### Retirement Office Staffing and Resource Discussion

- Mr. Sacco expressed the need for an additional full-time staff person
- The board discussed the possibility of finding/leasing new office space
- A plan with required number of square feet
- Attorney Quirk discussed this process has worked with other retirement boards
- Mr. Gibson suggested that the board invite Town Administrator Kale to the next meeting to discuss the availability of municipal space
- Ms. Subramanian suggested looking into the feasibility of space in the municipal electric light building
- Mr. Gibson made a motion, seconded by Mr. Wellman, to authorize Ms. Olszewski to finalize and post the job description on the PERAC website with a salary range of \$50,000 to \$60,000

#### Review and Approval of Pension and Board Member/Staff Payroll Warrants

- Mr. Gibson made a motion, seconded by Mr. Wellman, to approve the payment of staff payroll warrant in the amount of \$8,083.34 and the pension payroll warrant in the amount of \$845,156.57. The vote passed unanimously.



#### Review and Approval of Warrant for Refunds, Transfers-out, and Invoices

- Mr. Gibson made a motion, seconded by Mr. Wellman, to approve the payment of the refunds and invoices warrant in the amount of \$197,892.62. The vote passed unanimously.

#### Review of Correspondence Received

- Board members were previously sent a link to recent PERAC memos
- There was no other correspondence for review

#### Regular Compensation Review

- Mr. Gibson and Ms. Olszewski are meeting with Town Administrator Kale and Treasurer Carman to review which MUNIS earnings should be pensionable
- The board will review their findings at the next meeting

#### Requests for Buybacks of Service

- Robert Reardon: request to purchase non-membership time when he was employed part-time and seasonally by the recreation department; Mr. Gibson made a motion, seconded by Mr. Wellman, to approve Mr. Reardon's request to purchase service. The vote passed unanimously.
- Deborah Dayton: request to purchase time when she was employed as a vendor to provide physical therapy services in the school department prior to becoming a full-time employee of the town; the board discussed whether Ms. Dayton would be considered an employee or a contractor when she rendered the services; more information regarding this should be gathered. Mr. Gibson made a motion, seconded by Mr. Wellman, to table a decision on Ms. Dayton's request for buyback until the additional information is obtained. The vote passed unanimously.

#### Requests for Superannuation Retirement

There were no requests for superannuation retirement

#### Enrollment of New Members

There were no applications for enrollment

#### Future Meeting Dates

The board selected Friday, May 20, 2016 as its next meeting date

#### Motion to Adjourn

Mr. Gibson made a motion, seconded by Mr. Wellman, to adjourn the meeting at 11:15 am. The vote passed unanimously.

Respectfully submitted,

Angela M. Olszewski  
Executive Director

Approved by the Retirement Board:

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Date

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