

Revere Retirement Board

Meeting Minutes

August 26, 2020 - 9:00 a.m.

At a meeting of the Revere Retirement System (RRS), held on Wednesday, August 26, 2020, at 9:00 a.m. online, the following Revere Retirement Board (RRB), members participated: Mr. Viscay, Mr. Henry, Mr. Manion, Mr. Cullen and Mr. Cataldo. Also participating in the meeting: Mr. Zapolin, Retirement Administrator and Mr. Zaleznik, Board Counsel.

Chairperson Mr. Viscay, called the meeting to order at 9:03 a.m.

Agenda Item 2a - Approval of Board Minutes

On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to approve the RRB minutes of the meetings of June 24, 2020 and July 29, 2020.

Agenda Item 3 - Legal Matters

Mr. Zaleznik discussed the coming remote DALA hearing in Cafarelli v. Revere Retirement Board. Mr. Zaleznik will circulate a memorandum on the matter. Mr. Zapolin discussed a related legal matter involving the City and his discussions with the City Solicitor.

Agenda Item 4- Unfinished Business

Mr. Viscay discussed the invitation to Revere Housing Authority Executive Director Lopez to attend the RRB meeting. Mr. Lopez declined to attend the meeting. Mr. Viscay relayed the discussions he participated in as a Housing Authority Board Member. The RRB discussed obtaining job descriptions for all positions covered by the RRS. On an affirmative vote, Mr. Cataldo moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to request from the Housing Authority safety procedures, safety training procedures and the training schedule for the two current Housing Authority disability retirement applicants.

The RRB discussed PERAC Memo #11/2020 Payment Required for Service Credited under G.L. c. 32, s. 4(2)(b), PERAC's interpretation in the Mass. Supreme Judicial Court decision in *Plymouth Retirement Board v. CRAB and PERAC*, 482 Mass. 600 (2019). Mr. Zapolin noted that letters had been sent to all effected firefighters and he had not received any responses. On an affirmative vote, Mr. Cataldo moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to place the matter on file.

The RRB discussed the regular compensation status of fire certifications. Mr. Viscay will share the spreadsheet with fire certification payments for 2018 and 2019. Mr. Zapolin will prepare individual letters and bills with a due date of mid-November 2020 for active members affected. Mr. Viscay will add the same information for retirees since 2018 and Mr. Zapolin will begin the process of recalculating retirement allowances for retirees and submit those to PERAC with an explanation for the recalculations.

On an affirmative vote, Mr. Henry moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to take matters out of order.

Agenda Item 10 and Addendum – Awards of Creditable Service/Approval of Installment Plans/ Acceptance of Liability

The RRB discussed the request to purchase service of Kathleen Mulligan for time as a Town Councilor and Housing Authority Commissioner in Methuen. On an affirmative vote, Mr. Henry moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to table the matter pending a memorandum on the issue from Mr. Zaleznik.

Agenda Item 12b – Litigation Strategy

Mr. Zaleznik reported that the next court date is October 16, 2020. Mr. Zaleznik will consult with the Assistant District Attorney prior to that date.

Agenda Item 14a– Administrative/Other Items

The RRB discussed the appointment of the fifth member of the RRB. Mr. Cataldo's term expires on December 17, 2020. Ms. Zapolin discussed the PERAC requirements for searching for and appointing a fifth member. Mr. Cataldo is

interested in being reappointed. On an affirmative vote, Mr. Henry moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) have Mr. Zapolin prepare and circulate a RRB procedure, timeline and posting for discussion at the next meeting.

The RRB returned to the regular order of business. Mr. Zalesnik left the meeting at 9:50am.

Agenda Item 5 - New Enrollments

On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to approve the memberships of Barbara Cruz, Housing, 8/3/2020, Robert Marks III, Police, 7/31/2020, Jose Orosio, Police, 7/31/2020, Christopher Panzini, Police, 7/31/2020, Raisa Builes, Police, 7/31/2020, Johan Taborda, Police, 7/31/2020 and Kim Hanton, Health, 8/17/2020.

Agenda Item 6 - New Retirements

On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to approve the retirements of Peggy Fallon, School, Super Option B \$11,985.84 and Carol Ann Donovan, Health, Super Option A \$25,153.80, subject to PERAC calculation approval.

Agenda Item 7 – Changes in Benefits

The RRB noted the passing of Helen Porter (survivor of James Porter), Police, 8/1/2020.

Agenda Item 8 – Survivor Benefits – N/A

Agenda Item 9 – Disability Benefit Awards – N/A

Agenda Item 10 and Addendum – Awards of Creditable Service/Approval of Installment Plans/ Acceptance of Liability

On an affirmative vote, Mr. Cullen moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to table the approval of the transfer in of Elaine Mundis until the next meeting.

Agenda Item 11- Approval of Warrant and Addendum

On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to approve the transfer from PRIT to Bank of America in the amount of \$1,548,000.00 to fund the August 2020 retiree payroll.

On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to approve the following warrant expenditures: \$7.07 to Crystal Rock, \$99.58 to WB Mason, \$500.00 to NCPERS for conference fees, \$34.95 to C. Ferrante for reimbursement, \$14,440.88 to Warren Ames Jr. for refund, \$3,610.22 to Bank of America for 20% fed. tax (Ames), \$46,640.56 to State Retirement Board for transfer out FBO M. Leslie, \$6,957.27 to State Retirement Board for transfer out FBO D. Surain and \$3,500.00 to Lawson & Weitzen LLP. On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to acknowledge the July 2020 RRS retiree payroll in the amount of \$1,420,814.46 and the July 2020 RRB payroll in the amount of \$15,868.76.

Agenda Item 12- Executive Session – Disability Application– N/A

Agenda Item 13 - New Business/Review of Administrative Items

Mr. Manion discussed the contract and costs for the Board Counsel. Mr. Zapolin will circulate the contract and 12 months of Mr. Zaleznik's billing records.

The RRB discussed the number of disability retirements pending and approved. Mr. Zapolin will prepare a report on disability retirements over the past 10 years.

Agenda Item 14a– Administrative/Other Items

Mr. Zapolin discussed that Mr. Stott will return to work as Retirement Analyst following the end of his furlough on September 9, 2020. Mr. Zapolin will be working back in the office on August 31, 2020.

The RRB discussed the location of future meetings. The RRB will hold an online meeting in September and will discuss the issue next month.

The RRB discussed the Annual Affidavit/Verification form process. Mr. Zapolin discussed his concern about retirees needing to enter City Hall to get forms notarized and returned given the current situation. The RRB agreed to defer the

form until January 2021. Mr. Zapolin will circulate the PERAC regulation on verifications.

The RRB acknowledged receipt of \$54,809.61 from Saugus Retirement Board for transfer in FBO E. Mundis, \$105,237.00 from MNRECC for FY21 appropriation and \$13,513,019.00 from City of Revere for FY21 appropriation.

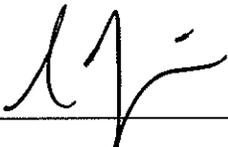
Agenda Item 14b– Administrator’s Report

On an affirmative vote, Mr. Viscay moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to accept the Trial Balance, Adjustments, Cash Receipts Report, Cash Disbursements Report, Reconciliation, Budget Report, Cash Flow Report and PRIT report.

Agenda Item 15- Communications – N/A

Agenda Item 16 - Other Inquiries – N/A

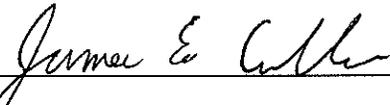
On an affirmative vote, Mr. Henry moving, the RRB voting 5-0 (Mr. Viscay-yes, Mr. Henry-yes, Mr. Manion-yes, Mr. Cullen-yes, Mr. Cataldo-yes) to adjourn the meeting at 10:35 a.m.



Mr. Zapolin, Administrator



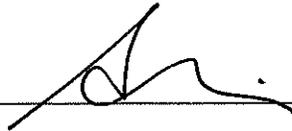
Mr. Cataldo



Mr. Cullen



Mr. Henry



Mr. Manion



Mr. Viscay

