

Somerville Retirement Board Meeting November 20, 2014

The Regular Meeting of the Somerville Contributory Retirement Board duly posted to be held in the Aldermanic Chambers at City Hall, 2nd Floor, 93 Highland Ave., Somerville, MA on the above date was called to order at 8:38 AM by Vice Chairman Bean with Board Members Ross, Memory and Faison. Also in attendance were Executive Director Michael Pasquariello and attorney Matthew Buckley.

New Business:

1. Actuary Dan Sherman reviewed and discussed the 2 initial Fossil Fuel divestment valuation results, GASB 67 & 68 disclosures and the 1/1/2014 Actuarial Valuation preliminary results. The Executive Director will check in with PERAC and other Boards to inquire as to whether any are obtaining an independent audit.

2. On a motion duly made and seconded it was **VOTED** by the Board to approve the Regular and Executive Session **minutes** of the October 23, 2014 meeting and sign them into record.

3. On a motion duly made and seconded it was **VOTED** by the Board to issue payment and authorize the corresponding wire transfer for **Cash Disbursement Vendor Expense Warrant** # 11-2014 (copy attached) in the amount of \$67,419.33.

4. On a motion duly made and seconded it was **VOTED** by the Board to accept and process the **following** received Applications for **Withdrawal** of Accumulated Total Deductions for:
 - Jayne S. Gulla. The total Refund amount is \$20,095.92.
 - David Susi. The total Refund amount is \$10,830.87.
 - Reynalee Santana, Housing Authority erroneous retirement deduction. The total Refund amount is \$53.23.
 - Sarah K. Read. The total Rollover amount is \$1,624.48
 - Brian J. Analetto. The total Refund amount is \$19,461.12.

5. On a motion duly made and seconded it was **VOTED** by the Board to process the **following** received account **TRANSFER** requests:
 - Received from the Brockton Retirement Board to **transfer** the account of Nahomi S. Carlisle.
 - Received from the Framingham Retirement Board to **transfer** the account of Alexander Mello.

6. On a motion duly made and seconded it was unanimously **VOTED** by the Board to issue payment and authorize the corresponding wire transfer for monthly **Retiree Payroll Warrant** # 11-2014 in the amount of \$2,030,274.57 for November 2014.

**Somerville Retirement Board Meeting
November 20, 2014**

7. Review the September 2014 Trial Balance, Cash Receipts, Cash Disbursements and Adjustments Reports.

8. On a motion duly made and seconded it was **VOTED** by the Board to sign the following certificates and include them for Membership in the Somerville Retirement System:

Certificate # 7890, Lee Anderson, Group 1. Certificate #7916, Meghan Bouchard, Group 1.
Certificate # 7956, Kristin Capezio, Group 1. Certificate # 7929, Martin Conley, Group 1.
Certificate # 7911, Richard Craven, Group 1. Certificate # 7961, Scott Curtis, Group 1.
Certificate # 7968, Jason Diorio, Group 1. Certificate # 7947, Caitlin Kelly, Group 1.
Certificate # 7941, Casey Kotzuba, Group 1. Certificate #7955, Michelle Laskey, Group 1.
Certificate # 7944, Sandra Combronero, Group 1. Certificate #7937, Kathy Weisz, Group 1.
Certificate # 7960, McKenzie Richardson, Group 1.

9. Received Superannuation Retirement Applications from:

- Maryann Ryan, effective 1/1/2015.
- Denise Grosse, effective 1/16/2015.

On a motion duly made and seconded it was **VOTED** by the Board to approve and process the above Superannuation retirement applications.

10. PERAC has approved the following previously Board approved new retirees:

- Patrick Irving, effective 6/26/2009 (accidental disability).
- Helen Ortiz, effective 9/5/2014.
- Albert Toppi, effective 10/13/2014.
- Carla Lincoln, effective 10/1/2014.
- Anthony Stroschio, effective 10/16/2014.

11. Received Buyback calculation requests from:

- James Kirylo, a current Member of the Somerville Retirement Board, to buy-back 3 years and 8 months of military time. Upon proper make-up payment of \$1,862.00 to the Somerville Retirement Board, the Somerville Retirement Board will accept liability for 3 years and 8 months of creditable service.
- Theresa Landry, a current Member of the Somerville Retirement Board, to buy-back 2 years and 8 months of non-member service time from the Library. Upon proper make-up payment of \$6,712.18 to the Somerville Retirement Board, the Somerville Retirement Board will accept liability for 2 years and 8 months of creditable service.
- Glenn Hanson, a current Member of the Somerville Retirement Board, to buy-back 10 months of non-member service time from the School Department as a custodian. Upon proper make-up payment of \$2,356.39 to the Somerville Retirement Board, the Somerville Retirement Board will accept liability for 10 months of creditable service.

Somerville Retirement Board Meeting November 20, 2014

On a motion duly made and seconded it was **VOTED** by the Board to approve and process the above Buyback requests.

12. Reviewed and discussed the Q3 2014 Budget to Actual Report.

13. Reviewed and discussed the draft calendar year 2015 Budget. The Executive Director will: research outside temporary filing help, continue research into electronic/digital filing companies, such as CIS, LLC and speak again with Nadia Dixon, determine with PERAC if an RFP for an outside electronic/digital filing company is required, reallocate the management fees and obtain closer estimates for hotel and flights to the NCPERS conference in May 2015.

14. Retiree William T. Babcock, deceased 11/23/2013 received \$3,120.84 from 11/2013-10/31/2014. The Board received an executed and notarized affidavit 7/2014. Mr. Babcock has been removed from the 11/2014 payroll. A letter to (granddaughter) Lisa Barchard, power of attorney, requesting the return of the \$3,120.84 was mailed on November 7, 2014. On 11/7/14 an unsuccessful reclaim/reverse direct deposit was processed through Century Bank in order to attempt to recover the \$3,120.84. Attorney Matt Buckley will have Police Captain Donovan serve a summons to the court.

15. Executive Director 1 year anniversary. The Executive Director submitted a 3 page list of accomplishments and suggested future projects.

16. Discussed the vacant 5th Board Member position and reviewed related Chapter 32, Section 20(4). The Executive Director will post a solicitation for applicants on the PERAC and City of Somerville websites and issue a local press release.

Received from PERAC the following Memorandums:

Memo # 33/2014 (Electronic Document Submission Training)

The following retirees recently passed away:

Joan Roninson, on 10/22/14.	Option A, benefits cease.
Joanne Brisbois, on 10/22/14.	Option A, benefits cease.
John Kelliher, on 10/22/14.	Option C, survivor benefits continue.

Old Business:

Update the May 5, 2014 **Comerica** letter received regarding Globe Tax foreign withholding tax recoveries. The Executive Director called and e-mailed Dan Berd during the last week of October. Management is discussing the issue and the 8/29/14 letter in order to come to a resolution. On 11/19/14 Daniel Berd e-mailed the estimated amount of withholding taxes to be recovered (\$20,600.), the related fees, indicating Comerica would pay the Globe Tax fees and the board would pay the \$170. IRS fees and the enrollment forms that would need to be completed.

Somerville Retirement Board Meeting November 20, 2014

Update & discuss Cypress Asset Management status. Cypress Asset Management was hired during 3/2006. 4/2011 voted to terminate the contract with Cypress and instructed Xavier Urpi to liquidate all holdings. On April 23, 2014 Board received a letter from Cypress regarding 5 securities from the 4/2011 liquidation process. On 11/4/2014 Michael Pasquariello and Matthew Buckley called and spoke with Mr. Ed Swanson, attorney for Mr. Urpi. Mr. Swanson suggested an installment payment plan for Xavier Urpi to repay the Retirement Board. Michael Pasquariello and Matthew Buckley also called and spoke with attorneys Thomas O'Donnell and Derek Moitoso at PERAC, who provided contact information for individuals at the Secretary of State's office and the Boston SEC office in order to initiate informal discussions. On 11/4/2014 Matt Buckley sent an e-mail to Nicholas Ordway at the Secretary of State's Office with a copy of the letter from Mr. Urpi attached. On 11/12/14 Matt Buckley received an e-mail installment payment proposal from Ed Swanson, attorney for Mr. Urpi. On a motion duly made and seconded it was **VOTED** by the Board to authorize Matthew Buckley to work on and have the Director execute the rescission agreement with attorney Swanson in order to recover the funds, the 5 securities and all related supporting documentation.

Continue discussing the Fossil Fuel Somerville divestment presentation. The Board will continue to research and gather information regarding the effect of fossil fuel divestment on the investment portfolio. The Executive Director created a Fossil Fuel Divestment page on the website in order to post all of the divestment information. Retirees and current employees received notification with their paychecks the week ending 10/31 and a city-wide e-mail notification was also sent out, informing them of the Fossil Free Somerville presentation and the information on the website. On Friday, 10/31/2014 all of the divestment information gathered was posted on the website. On Monday, 11/10/14 the website was modified to include an explanation of an actuarial valuation and a note on the actuarial valuation charts stating that the reinvestment of divested funds may or may not decrease the investment portfolio return on investment. The Executive Director will continue to: try to obtain information from the investment managers regarding how they would reinvest any divested funds, try to find funds without holdings on the top 200 list and their return history.

John Buonomo: Attorney Matthew Buckley was in Lowell District Court on 11/19/2014. The Court entered judgement upholding the forfeiture and ordered restitution. The Court will mail Matt Buckley the restitution order.

Matt Buckley was at the DALA hearing for Paul Timmins on January 15, 2014. Mr. Timmins lost his appeal at DALA and appealed the decision to CRAB.

At 11:16 AM on a motion duly made and seconded it was **VOTED** by **ROLL CALL** to **ENTER** into Executive Session for the purpose of discussing the status of accidental disability files/applications.

**Somerville Retirement Board Meeting
November 20, 2014**

ROLL CALL VOTE to ENTER EXECUTIVE SESSION:

Edward Bean	YES
John Memory	YES
Thomas Ross	YES
Austin Faison	YES

On a motion duly made and seconded it was **VOTED** by **ROLL CALL** to **END** Executive Session at 11:35 AM and **RETURN** to Open Session.

ROLL CALL VOTE to END EXECUTIVE SESSION:

Edward Bean	YES
John Memory	YES
Thomas Ross	YES
Austin Faison	YES

On a motion duly made and seconded it was **VOTED** to adjourn the meeting at 11:36 AM.

Chairman

XX

Board Member Ross

Vice-Chairman Bean

Board Member Memory

Board Member Faison

Cash Disbursements Warrant

Warrant Number 11-2014

Transaction ID	Transaction Date	Check Number	Vendor ID	Vendor/Description	Amount
	11/21/2014		2474	Federal taxes withheld Wire to IRS from Treasury Jayne Gulla federal taxes	4,019.18
5397	11/21/2014		2474	Federal taxes withheld Wire to IRS from Treasury David Susi federal taxes	2,166.17
5396	11/21/2014		2474	Federal taxes withheld Wire to IRS from Treasury Brian Analetto federal taxes	3,892.22
5379	11/21/2014	3045	5	NCPERS 444 North Capitol St. NW Suite 630 Washington, DC 20001 NCPERS membership 12/2014 - 2015	250.00
5380	11/21/2014	3046	2476	Thomas Ross 53 Irving Street Medford, MA 02155 Reimburse Tom Ross MACRS Conf. Springfield	803.34
5381	11/21/2014	3047	172	Coen Business Forms 8 Red Barn Road Wayland, MA 01778 2014 Blank 1099-R's and envelopes	400.77
5382	11/21/2014	3048	2423	Sherman Actuarial Services, LLC 16 High Street Wakefield, MA 01880-4306 Sherman Actuary 10-2014 FF Divest	625.00
5383	11/21/2014	3049	10	Tony Ferrelli 114 Governor Winthrop Road Somerville, MA 02145 Stamps and checks for retiree payroll	272.48
5387	11/21/2014	3050	2477	Jayne Gulla 369 Hanover Street Apt 5 Boston, MA 02113 Jayne Gulla refund	16,076.74
5388	11/21/2014	3051	2478	Andrew J. Preziosi, MD 3 Woodland Road Suite 303 Stoneham, MA 02180 Medical records - Ronald Selig	31.25
5389	11/21/2014	3052	2396	Quill Corporation P.O. Box 37600 Philadelphia, PA 19101-0600 Quill office supplies	142.95
5390	11/21/2014	3053	2479	Brian Analetto 17 Clyde Street Somerville, MA 02145 Brian Analetto refund	15,568.90
5391	11/21/2014	3054	2485	Edward Jones Investments FBO Sarah Read 12555 Manchester Road	1,624.48

Cash Disbursements Warrant

Warrant Number 11-2014

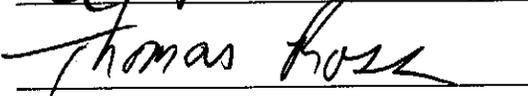
Somerville
Retirement Board

Transaction ID	Date	Check Number	Vendor ID	Vendor/Description	Amount
				St. Louis, MO 63131 Sarah Read rollover to Edward Jones IRA	
5392	11/21/2014	3055	2481	Reynalee Santana 20 Canal Lane - #2003 Somerville, MA 02145 Reynalee Santana refund	53.19
5393	11/21/2014	3056	2482	David Susi 46 Hamilton Street Medford, MA 02155 David Susi refund	8,664.70
5394	11/21/2014	3057	2483	Alexander Mello 13 Lee Street Somerville, MA 02145 Alexander Mello XFER to Framingham	2,540.04
5395	11/21/2014	3058	2484	Nahomi Carlisle 356 Lincoln Street Apt 12 Waltham, MA 02451 Nahomi Carlisle XFER to Brockton	10,287.92

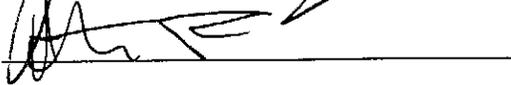
Records Reported On: 17
Total Amount: 67,419.33

The undersigned, on oath, swear that the information contained in this warrant is true and accurate to the best of their knowledge.

Edward Bean (Vice Chairman) 

Thomas Ross 

John M. Memory 

Austin Falson 

VACANT (Chairperson) _____