

The meeting of the Middlesex County Retirement Board convened at 11:04 A.M. Present at the Board's offices were Chairman Thomas Gibson and Board members John Brown, Brian Curtin, Robert Healy, and Joseph Kearns. Lisa Maloney, Chief Administrative Officer, and Nancy O'Neil, Board Secretary, were also present.

**After the Pledge of Allegiance,**

**At 11:06 A.M.,**

**On motion duly made by Mr. Brown, seconded by Mr. Curtin,, it was moved to enter into Executive Session under Purpose 7 of the Open Meeting Law: "To comply with, or act under the authority of, any general ... law", that law being Exemption (c) of the Public Records Law (G.L. c. 4, s. 7(26)(c)) exempting personnel and medical files or information and other materials or data relating to a specifically named individual, the disclosure of which may constitute an unwarranted invasion of personal privacy, following which the Board will reconvene in open session.**

<b>John Brown</b>	<b>YES</b>
<b>Brian P. Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph W. Kearns</b>	<b>YES</b>

**The motion passed.**

**At 12:26 P.M.,**

**On motion duly made by Mr. Brown, seconded by Mr. Kearns, it was moved to come out of Executive Session, recess for lunch, and reconvene in open session at 1:00 P.M.**

<b>John Brown</b>	<b>YES</b>
<b>Brian P. Curtin</b>	<b>YES</b>
<b>Thomas F. Gibson</b>	<b>YES</b>
<b>Robert W. Healy</b>	<b>YES</b>
<b>Joseph W. Kearns</b>	<b>YES</b>

**The motion passed.**

**At 1:06 P.M. the Board reconvened in open session.**

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At 1:06 P.M.,

On motion duly made by Mr. Brown, seconded by Mr. Curtin,, it was moved to enter into Executive Session under Purpose 7 of the Open Meeting Law: “To comply with, or act under the authority of, any general ... law”, that law being Exemption (c) of the Public Records Law (G.L. c. 4, s. 7(26)(c)) exempting personnel and medical files or information and other materials or data relating to a specifically named individual, the disclosure of which may constitute an unwarranted invasion of personal privacy, following which the Board will reconvene in open session.

John Brown	YES
Brian P. Curtin	YES
Thomas F. Gibson	YES
Robert W. Healy	YES
Joseph W. Kearns	YES

The motion passed.

At 1:37 P.M.,

On motion duly made by Mr. Brown, seconded by Mr. Kearns, it was moved to come out of Executive Session.

John Brown	YES
Brian P. Curtin	YES
Thomas F. Gibson	YES
Robert W. Healy	YES
Joseph W. Kearns	YES

The motion passed.

At this time, the Board reviewed the Consent Agenda. There being no requests to remove items from the Consent Agenda,

On motion duly made by Mr. Brown, seconded by Mr. Kearns, it was moved to approve Consent Agenda items #3(a) through #3(r).

The motion passed.

Next, the Board reviewed Agenda Item #4, *Record Calculations Waived by PERAC of Superannuation Retirement Allowances –March 20, 2024, and November 20,*

*2024, Corrected.* During the System's audit, it was discovered these agendas previously approved by the Board on March 20, 2024, and November 20, 2024, were incomplete. Staff have corrected them.

**After review,**

**On motion duly made by Mr. Kearns, seconded by Mr. Healy, it was moved to approve the corrected agendas to *Record Calculations Waived by PERAC of Superannuation Retirement Allowances* dated March 20, 2024, and November 20, 2024.**

**The motion passed**

### **Chief Administrative Officer's Report**

Ms. Maloney referred the Board members to her written summary of the System's activities since the last Board meeting.

Ms. Maloney reported on member operations, including the number of counseling appointments, applications being processed and cross-training that will occur over the next few months. Counseling appointments will be suspended during the summer months to allow staff to focus on retirement calculations.

With respect to employer reporting, Ms. Maloney stated that the majority of units have posted member deductions through April. Groton Housing Authority has a new part-time Executive Director and is reporting member deductions again. In addition, units have been informed of the office reorganization and have been provided with the contact information of their Member Account Analysts.

With respect to Section 91A Annual Statements of Earned Income for 2024, PERAC has requested income verifications for 38 disability retirees.

Ms. Maloney reported on Section 3(8)(c) outstanding accounts receivable. The total amount due to the System is \$1,939,944.57. Third notices will be sent shortly.

With respect to the FY 2026 and FY 2027-unit appropriations, seven of the twenty eligible units with appropriation increases greater than 10% have elected to pay the recalculated amounts, resulting in a slightly lower FY 2026 payment and a slightly greater FY 2027 payment.

Next, Ms. Maloney provided an Enterprise Bank update. Funds from fraudulently cashed and endorsed checks have been fully recovered. Steve Cochrane, Senior Cash Management Advisor at Enterprise, has retired and has been succeeded by

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Christopher Dias, Marie Trembley and her branch team remain on the System's account.

Next Ms. Maloney provided a building update. She reported that Burnell Controls continues to repair and upgrade the HVAC system's computer controls. Vertex is currently reviewing Burnell's proposed Software Maintenance Agreement.

Valley Collaborative is scheduled to have the first floor vacated by June 22<sup>nd</sup>. Director Chris Scott has requested the Board to consider an agreement to continue parking in the front parking lot.

After review,

**On motion duly made by Mr. Curtin, seconded by Mr. Healy, it was moved to approve Valley Collaborative's request to utilize parking spaces in the front parking lot subject to a formal written agreement, including identification of spaces, cost, term, maintenance and liability.**

**The motion passed.**

With respect to the building's vacancies, Ms. Maloney has arranged for the System to be on the Division of Capital Asset Management and Maintenance's distribution list. Notifications are received when RFPs for office space are posted. Ms. Maloney will continue to monitor the distribution list and report back to the Board if a bid opportunity presents itself.

Finally, Ms. Maloney delivered an IT update. Implementation of PTG's insurance portal is complete. The System's IT Consultant, Jeff Ziplow of CLA, will participate remotely at the Board's June meeting to discuss a network vulnerability assessment of the office's IT network and an audit of O365.

This concluded Ms. Maloney's report.

At this time, Ms. Maloney introduced Shamila Santana, the System's newly hired Financial Analyst, to the Board. A recent graduate of Syracuse University, Ms. Santana stated that she was grateful for the opportunity. The Board expressed well wishes and stated they looked forward to working with her. She officially begins her employment on June 9<sup>th</sup>.

At 2:06 P.M. the Board Secretary was excused. The Board reviewed the Administrative Assistant job description that was prepared by Ms. Maloney and directed her to post the position immediately in anticipation of the Board Secretary's retirement.

Chairman's Report

At this time, the Chairman delivered his report noting that PERAC would be conducting a webinar on taxes with Ice Miller later in the week. Further, he will be discussing the Board's recent Violent Act Injury case at the MACRS Legal Panel.

The Chairman referred to PRIM's presentation delivered at the Advisory Council meeting earlier this morning, as well as his previously delivered legislative and litigation updates.

Next, the Board discussed temporary additional pay and whether it meets the definition of regular compensation. The Chairman reported on a pending appeal. The Board took no action and will revisit the issue once the appeal has been decided.

Next, the Chair informed the Board that the Lincoln Police Chief was recently indicted on domestic violence charges. He will monitor the case and report back if Section 15 provisions are implicated.

Finally, the Massachusetts Department of Revenue issued a lien against Michael Phillips' disability retirement allowance. DOR was notified it cannot be implemented pursuant to Section 19.


The Board announced the following votes which were taken in Executive Session:

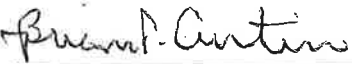
5(a.) The Board voted to approve Robert Connor's application for accidental disability retirement.

5(b.) The Board voted to approve Diane Connolly's application for accidental disability retirement.

Late Addition – The Board voted to grant Section 9 Accidental Death Benefits to Patricia Cahill, surviving spouse of Dennis Cahill.

There being no further business to come before the Board, on motion duly made by Mr. Curtin seconded by Mr. Kearns , it was moved to adjourn at 2:50 P.M.

  
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Thomas F. Gibson, Chairman

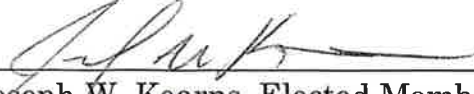
  
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Brian P. Curtin, Vice Chairman

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John Brown, Elected Member



Joseph W. Kearns, Elected Member



Robert Healy, Appointed Member

Regular Session Documents

1. Consent Agenda – Items #3(a) - #3(r)
2. Chief Administrative Officer's Report
3. Performance Report
4. Litigation Report
5. Corrected #4(g) 03/20/2024 Record Calculations Waived by PERAC of Superannuation Retirement Allowances
6. Corrected #3(g) 11/20/2024 – Record Calculations Waived by PERAC of Superannuation Retirement Allowances
7. Valley Collaborative Lease