

**Swampscott Retirement Board
Meeting Minutes
July 24, 2018**

A meeting of the Contributory Retirement Board was held the Administration Building, 22 Monument Avenue, 1st Floor Conference Room on Tuesday, July 24, 2018.

Attendance – Chairman, Thomas H. Driscoll, Jr. Esq., John F. Behen, Jr., Vice Chair, Kevin F. Breen, Cheryl-Herrick Stella, Robert Powell, III and Retirement Administrator, Nancy Lord.

The meeting was called to order at 8:04am

Approve Minutes:

The Board voted unanimously on a motion made by Cheryl Stella and seconded by Kevin Breen to approve the meeting minutes of June 19, 2018.

Acceptance of New Member Enrollments:

The Board voted unanimously on a motion made by John Behen and seconded by Robert Powell to approve the new member enrollments of:

- Jay Jarosz -TWN-Assistant DPW Director-6/25/2018
- Julie Delillo- TWN-HR Director-7/16/2018

Refunds & Transfers

The Board voted unanimously on a motion made by Kevin Breen and seconded by John Behen to approve the transfer of the following employee:

- Megan Smith -Terminated SPS 6/2018

The Board voted unanimously on a motion made by Kevin Breen and seconded by Robert Powell to table the refund for Robert Vernava for deductions taken in error.

Executive Session

The Board voted unanimously on a motion made by Robert Powell seconded by Kevin Breen to enter into Executive Session at 8:10am pursuant to MGL 30A, to discuss strategy with respect to litigation and to return to open session. A roll call vote was taken. All members. "I".

The Board voted on a motion made by Kevin Breen and seconded by Robert Powell to return to Open Session at 8:45am.

Administrative Reports put on File:

The following administrative reports were put on file:

PERAC Memo #19-Tobacco Company List
PERAC Memo # 20-PROPSER Compliance
PERAC Memo #21-Mandatory Retirement Board Training

Expenses:

The Board voted unanimously on a motion made by Kevin Breen and seconded by Cheryl Stella to approve the below warrants:

- Payroll Warrant dated 7/31/2018 \$488,648.85
- Accounts Payable Warrant dated 7/31/2018 \$19,533.41

Intra Municipal Agreement

The Board is waiting to hear from the attorney about the final draft off the Intra Municipal Agreement.

New Business:

The Board reviewed and signed the Cash books for March and April 2018.

The Board would like to meet with the Finance Committee. The Retirement Administrator will contact the FinCom to inquire about some possible dates.

Adjournment

The Board voted unanimously on a motion made by John Behen and seconded by Kevin Breen to adjourn the meeting at 9:45am

Respectfully Submitted,

Nancy A. Lord
Retirement Administrator

Thomas H. Driscoll, Jr., Esq.

Chair, Appointed

John F. Behen, Jr.

Vice-Chair, Elected Member

Kevin F. Breen

Elected Member

Cheryl Herrick Stella

Ex-Officio

Robert J. Powell, III

Appointed Member