

BOARD OF TRUSTEES
Division of Public Works Retirement System
Meeting Minutes
January 8, 2019

A meeting of the Board of Trustees, Public Works Retirement System was held at 11:33 a.m. on Tuesday, January 8, 2019, in the Large Conference Room located at 9 Riverside Street. Mayoral Appointee, Frank Anderson presided.

Trustees Present: Frank Anderson, Mayoral Appointee
Ben Bausha, Employee Member
Michael O'Brien, Aldermanic Liaison
Frank Teas, BPW Commissioner

Trustees Absent: Kathie Berube, Employee Member

Others in Attendance: David Fredette, City Treasurer
Derek Danielson, Asst. City Treasurer
Mary Woods, Admin. Assistant

Expected Visitors:

None

Minutes of the Meeting:

The minutes of the November 27, 2018 meeting were presented for review and acceptance.

MOTION BY: Trustee, Michael O'Brien moved to accept, place on file, and approve the minutes of the November 27, 2018 meeting.

SECONDED BY: Trustee, Frank Anderson

MOTION CARRIED: Unanimously

DISCUSSION: Correction will be made to the spelling of the word "about" instead of "out" in the first paragraph.

Personnel:

The resignation of Mr. Bennie Bausha was presented to the Trustees effective January 4, 2019 after 10.13 yrs. of service. He worked for the Street Department.

MOTION BY: Trustee, Frank Anderson moved to approve the resignation of Mr. Bennie Bausha.

SECONDED BY: Trustee, Michael O'Brien

MOTION CARRIED: Unanimously

DISCUSSION: The Board congratulated Mr. Bausha on his retirement.

The resignation of Mr. Paul Brennan was presented to the Trustees effective December 14, 2018 after 31.92 yrs. of service. He worked for the Street Department.

MOTION BY: Trustee, Frank Anderson moved to approve the resignation of Mr. Paul Brennan.

SECONDED BY: Trustee, Frank Teas

MOTION CARRIED: Unanimously

DISCUSSION:

Old Business:

Trustee Anderson said that Postage will be included in the Hooker & Holcombe consulting website that we are providing to the employees.

Summary of Revisions made to NRO Chapter 45 Article IV – Board of Public Works Retirement System. Trustee Anderson asked Mr. Danielson to give us an update on where we are today in the legislative process.

Mr. Danielson said there are two questions, the first is if they should give the current members & retirees a chance to review the changes before the board votes on it and two should there be an open session in which we would give them copies to read and have them attend the open session if they want to. Also based on the adjustments from last meeting, could we vote on the revisions at this board meeting? Mr. Danielson said that specifically Line #4 on the Summary Sheet to add the City Treasurer as the person authorized to perform work as approved by the BOT. Line #6 is the most key item, "change the retiree payment from weekly to monthly" starting July 1, 2019. Line #12, Mr. Danielson thought that they should look at this as a group. Section 45-21, A regarding service retirement benefits. Mr. Danielson explained that this basically states that an employee who works for the BPW, who would like to retire would have to give a 45 day notification period. Mr. Danielson also created a form to help them get something in writing. He mentioned that the State does something similar. Other changes were discussed that were summarized in the handout. Trustee O'Brien asked what would happen if an employee decides that within the 45 days they want to rescind their notice of retirement. Mr. Danielson said he thinks that since they have already started the process with Hooker & Holcombe, they would have to officially retire but you could be rehired. Otherwise, he said, if the retirement was cancelled there could be a cost from Hooker & Holcombe. He thinks it would be assessed and could possibly be \$500-\$750. He said the employee can do estimates with the City Treasurers office before they decide to put in their paperwork. There will be no charge to go on the website to do a calculation. Trustee Teas asked how often

in the past year have employees asked for their retirement calculation and Mr. Danielson replied, approximately 10-20 annually.

There was a discussion on Line E, Payment of Retirement Benefits. This would define a timeline/process for application for retirement, payment timing and date of 1st payment. Effective the first of the following month they would be getting paid.

Line No. 22 on the Summary Sheet was discussed which is the "Re-employment of Retiree" which is a new section added. Trustee Anderson noted that this would probably be a very rare occurrence but it could happen. Trustee Teas had a couple of questions. First, he asked if there is any impact to the retirees in implementing the Hooker & Holcombe process and if so, how are we educating those people to make sure that they are comfortable with it. Mr. Danielson replied that the retiree's payment will go from weekly to monthly and that is the only change for them. It was agreed that there should be some kind of open forum in February for employees and retirees to ask questions. The last question from Trustee Teas was "what is the definition of a quorum on this board"? Trustee Anderson said that three members attending this meeting are considered a "quorum" and it is not defined who those members need to be (employee representatives vs. appointed members).

There was a discussion about the mortality table from Hooker & Holcombe. The summary with the changes will be sent again by Mr. Fredette. It had been distributed previously with the mortality changes but it needs the board's approval.

MOTION BY: Trustee, Frank Anderson moved to approve recommendation from Hooker & Holcombe to prepare the 6/30/2018 actuary report with the adjusted mortality table.

SECONDED BY: Trustee, Frank Teas

MOTION CARRIED: Unanimously

DISCUSSION:

New Business:

Approval of the current disbursement of funds for the period of November 1, 2018 thru November 30, 2018 in the amount of \$335,412.77 was presented to the Board. The Trustees reviewed the detail.

MOTION BY: Trustee, Frank Anderson moved to approve the current disbursement of funds for the period of November 1, 2018 thru November 30, 2018 in the amount of \$335,412.77

SECONDED BY: Trustee, Frank Teas

MOTION CARRIED: Unanimously

DISCUSSION:

Approval of the Invoice for Hooker and Holcombe Actuarial Services and Consulting Fees through 11-30-2018 for a total of \$12,450.00.

MOTION BY: Trustee, Frank Anderson moved to approve the Invoice for Hooker and Holcombe Actuarial Services and Consulting Fees through 11-30-2018 for a total of \$12,450.00

SECONDED BY: Trustee, Frank Teas

MOTION CARRIED: Unanimously

DISCUSSION: Trustee Anderson mentioned that this is a two year report that was received and for consulting fees. Trustee O'Brien asked if this information got into the project that Mr. Danielson is working on. Mr. Danielson said yes it did.

Period for Public Comment:

None

Items by the Trustees:

Discussion on a trustee's attendance if their term has expired. Trustee Anderson said that we will proceed as normal until an election has taken place. Trustee Bausha's term will expire in December, 2019. Trustee Berube's term expired on December, 2018 but will be required to attend the meetings until a replacement has been elected. Trustee Bausha asked if he will be required to "vote" if he continues to come to the meetings. Trustee O'Brien said that he should continue to vote in his capacity.

Next meeting is set for February 26, 2019.

MOTION TO ADJOURN: Trustee, Frank Teas moved to adjourn at 12:15 pm.

SECONDED BY: Trustee, Frank Anderson

MOTION CARRIED: Unanimously

Minutes Transcribed by: Mary Woods