

BOARD OF TRUSTEES
Division of Public Works Retirement System
Meeting Minutes
March 2, 2021

A meeting of the Board of Trustees, Public Works Retirement System was held at 12:30 p.m. on Tuesday, March 2, 2021, via Zoom Video Conference Call.

Trustees Present: Frank Anderson, Mayoral Appointee
David Fredette, Treasurer, Member
Kevin Moriarty, BPW Commissioner
Michael O'Brien, Aldermanic Liaison (Assistant Chair)
Kathie Berube, Employee Member
Matt Dube, Employee Member

Trustees Absent: Daniel Hudson, Employee Member

Others in Attendance: Mary Woods, Administrative Assistant

Chairman Anderson

As Chairman of the Board of Trustees, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are: Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

To join by phone dial: 1-929 436-2866 - Meeting ID: 956 6156 6351, Password: 104585. If you experience difficulty connecting to the meeting, please call (603) 589-3140.

We previously gave notice to the public of the necessary information for accessing the meeting, through public postings. Instructions have also been provided on the City of Nashua's website at www.nashuanh.gov and publicly noticed at City Hall and the Division of Public Works Administration Building at 9 Riverside Drive.

If anybody has a problem accessing the meeting via phone, please call 603-589-3140 and they will help you connect.

In the event the public is unable to access the meeting via the methods mentioned above, the meeting will be adjourned and rescheduled. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-To-Know Law.

Roll Call:

Trustee Anderson

Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in my office, alone.

Trustee Fredette

Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in my office at City Hall, alone.

Alderman Moriarty

Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in my office, alone.

Alderman O'Brien

Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in my office, alone.

Trustee Berube

Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in my office, alone.

Trustee Dube

Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in an office at the Street Dept., alone.

Also present:

Administrative Assistant, Mary Woods - Due to the Governor's Emergency Order for the COVID-19 Pandemic, I am in my home alone.

Expected Visitors:

None

Minutes of the Meeting:

The minutes of the January 26, 2021 meeting were presented for review and acceptance.

MOTION BY: Trustee, Frank Anderson moved to accept, place on file, and approve the minutes of the January 26, 2021 meeting.

SECONDED BY: Alderman, Kevin Moriarty

MOTION CARRIED:

DISCUSSION:

A Viva Voice Roll Call was taken, which result as follows:

Yea: Trustee Anderson, Alderman Moriarty, Trustee Fredette, Alderman O'Brien,
Trustee Berube, Trustee Dube 6

Nay: 0

MOTION CARRIED 6-0-0

Personnel:

The approval of Surviving Spouse Benefits of Mr. Andre Pelletier was presented to the Trustees with the final calculation. The board approved the Surviving Spouse Benefits to Mrs. Cindy Pelletier.

MOTION BY: Trustee, Frank Anderson moved to approve the Surviving Spouse Benefits of Mr. Andre Pelletier to Mrs. Cindy Pelletier.

SECONDED BY: Trustee, David Fredette

MOTION CARRIED: Unanimously

DISCUSSION:

A Viva Voice Roll Call was taken, which result as follows:

Yea: Trustee Anderson, Alderman Moriarty, Trustee Fredette, Alderman O'Brien,
Trustee Berube, Trustee Dube 6

Nay: 0

MOTION CARRIED 6-0-0

The retirement of Mr. Kevin Holbrook was presented to the Trustees. The board approved the retirement of Mr. Kevin Holbrook.

MOTION BY: Trustee, Frank Anderson moved to accept the retirement of Mr. Kevin Holbrook.

SECONDED BY: Trustee, Kathie Berube

MOTION CARRIED: Unanimously

DISCUSSION:

A Viva Voice Roll Call was taken, which result as follows:

Yea: Trustee Anderson, Alderman Moriarty, Trustee Fredette, Alderman O'Brien,
Trustee Berube, Trustee Dube 6

Nay: 0

MOTION CARRIED 6-0-0

The rollover contributions of Mr. Patrick Chamberlain were presented to the Trustees. The board approved the rollover contributions of Mr. Patrick Chamberlain.

MOTION BY: Trustee, David Fredette moved to accept the retirement of Mr. Patrick Chamberlain.

SECONDED BY: Trustee, Kathie Berube

MOTION CARRIED: Unanimously

DISCUSSION:

A Viva Voice Roll Call was taken, which result as follows:

Yea: Trustee Anderson, Alderman Moriarty, Trustee Fredette, Alderman O'Brien,
Trustee Berube, Trustee Dube 6

Nay: 0

MOTION CARRIED 6-0-0

Old Business:

Trustee Anderson has a draft letter to the Mayor completed and ready for review but would like Trustee Fredette's input on data points and would like to present some of the things we have done in the past to strengthen the pension plan. Trustee Anderson explained that we are hoping to approach the Mayor with this \$41,000/yr. fee in hopes that he will agree to share the cost. Trustee Anderson will talk to Trustee Fredette to make sure he has included all the points we want to make. Trustee Fredette suggested that this should be done before the end of March because the Mayor is starting the budget process. Trustee Anderson said that it will probably be finished within the next week. He reiterated that he is hoping that some agreement can be made to relieve some of the expense to the pension plan. Alderman O'Brien asked if Trustee Fredette could do a cost analysis to show the Mayor and Trustee Anderson said that we have talked about this in the past and the difficulty in quantifying the cost previously because it was all done in-house. Trustee Fredette agreed that it wouldn't be that easy. Trustee Anderson said that his approach is that periodically, when we get the Actuarial Report from Hooker & Holcombe, they are always suggesting that we get more contributions from the City and the board has not done that so far. Trustee Anderson believes this will prevent the City from potentially paying more money later. Alderman O'Brien thinks that any percentage the City can contribute to alleviate that cost will be beneficial to the plan. Trustee Anderson thinks we have done a lot of things in the last 10-15yrs to save money for the City and the current employees so he thinks we are doing the best we can.

Trustee Anderson addressed the item, "Update of Pension Ordinance to ensure that it conforms to IRS Regulations". A few months ago we voted to hire Attorney John Rich of McLean Middleton in Manchester, a pension attorney, to review our plan. We have agreed to have Attorney Rich bring our plan up to date. Trustee Anderson asked Trustee Fredette if we were OK with this and Trustee Fredette replied that he has provided Attorney Rich with everything he needs and Attorney Rich is working on it. Trustee Fredette said that hopefully we will have something to review by next month. Trustee Anderson also reminded the board that this is a 4/5-month process to get to the IRS. Trustee Anderson said that he thinks this is a good thing and the cost of not doing it down the road could be even greater. Trustee Fredette pointed out that there may be changes to the Ordinance itself which would mean it would have to go to the Board of Alderman and that could take even longer. Trustee Anderson said that he

understands and asked Alderman O'Brien if at that time could he champion this through the Board of Alderman to which Alderman O'Brien responded that it would be his pleasure.

Trustee Anderson wanted to discuss issue of retiree, Mr. William Morse, who retired in May of last year, received his retirement benefits and subsequent to his retirement, a Union Contract was finalized and agreed to in the Dept. that he worked in and his position is that since the contract calls for retroactive raises, his benefit should also increase retroactively. Trustee Anderson said that received Trustee Fredette's email that he has contacted the City Attorney, Mr. Steve Bolton on the matter. He said that there will be a formal letter for the agenda next month. Trustee Anderson said that we are not mandated to do this. Trustee Fredette said that there will be a formal communication from the City Attorney. Trustee Berube said that Mr. Morse has communicated with her and she told him that she did not have any answers for him and the City Treasurer will contact the City Attorney and he should just check the minutes. Trustee Anderson agreed that this is a legal issue. Trustee Fredette said that the question has come up before. Trustee Dube mentioned that he believes that more retirees will be coming up with the same question. He believes that several people have retired since the contract has been negotiated. Trustee Anderson asked how long it has been since the last contract had been negotiated and Trustee Berube replied that it has been three and a half years. Trustee Anderson said that we could potentially have questions from anyone who has retired in the last 3 ½ years. He believes the issue is that it is not really clear in the current booklet. Trustee Fredette said it does not say "retroactively" in the booklet and changes and stipends have been made and that's what he believes the booklet refers to. Alderman O'Brien wanted to mention that he said it's unfortunate and he would like to make sure that this issue gets written down and codified within our bylaws so that no further board will have to deal with it again. Trustee Anderson agrees that it is vague in the ordinance and booklet and we need to have reference to this situation. Alderman Moriarty asked if the Board of Alderman has approved this union contract and Alderman O'Brien said that "yes, the contract has been approved". Alderman O'Brien also wanted to point out that the City did just jump into a new computer standard so there is a little bit of a paper chase delay. Trustee Fredette said that the AFSME Contract members have not received their retroactive checks to date but it's coming. Trustee Berube said that it's 90 days from the date the contract is signed. Trustee Anderson wanted to know if the contribution of 9.15% was being withheld from that retroactive amount to which Trustee Fredette said, "Yes, for current employees but not for "retirees". This will be discussed further with Attorney Bolton.

Trustee Anderson addressed the item of "Contract review for pension administrative services". He mentioned that it's been 12-15 months of Hooker & Holcombe handling the bookkeeping, payroll and computer system for the City and believes they are willing to discuss that \$500 fee for any transaction over nine that is currently in the contract. Trustee Anderson thinks that at some point (March/April) the board should call Hooker & Holcombe and discuss some issues. Trustee Fredette said that he will be sending out the FY20 Actuarial out this week and thinks maybe we should have that call with Hooker & Holcombe within in the next two meetings to which the board agreed.

New Business:

Approval of the current disbursement of funds for the period of January 1, 2021 thru January 31, 2021 in the amount of \$340,175.58 was presented to the Board. The Trustees reviewed the detail.

MOTION BY: Alderman O'Brien moved to approve the current disbursement of funds for the period of January 1, 2021 thru January 31, 2021 in the amount of \$340,175.58.

SECONDED BY: Trustee Fredette

MOTION CARRIED: Unanimously

DISCUSSION: Trustee Anderson wanted to discuss the RBC fees, currently .05%. He thinks the board should have RBC "sharpen their pencils" on this fee since our plan is approaching the forty-million-dollar range. Trustee Anderson also thinks that the board should consider initiating the idea of a RFP process to show that we are doing our due diligence. He thinks this will be a good way to approach RBC about their fee. Trustee Anderson said that he is just trying to keep the plan as lean as possible.

A Viva Voice Roll Call was taken, which result as follows:

Yea: Trustee Anderson, Alderman Moriarty, Trustee Fredette, Alderman O'Brien,
Trustee Berube, Trustee Dube 6

Nay: 0

MOTION CARRIED 6-0-0

Period for Public Comment:

None

Items by the Trustees:

None

Next meeting will be Tuesday, March 30, 2021 at 12:30p.m.

MOTION TO ADJOURN: Trustee, Frank Anderson moved to adjourn at 1:03p.m.

SECONDED BY: Alderman O'Brien

A Viva Voice Roll Call was taken, which result as follows:

Yea: Trustee Anderson, Alderman Moriarty, Trustee Fredette, Alderman O'Brien,
Trustee Berube, Trustee Dube 6

Nay: 0

MOTION CARRIED 6-0-0

Minutes Transcribed by: Mary Woods