

BOARD OF TRUSTEES
Division of Public Works Retirement System
Meeting Minutes
June 29, 2021

A meeting of the Board of Trustees, Public Works Retirement System was held at 12:30 p.m. on Tuesday, June 29, 2021 in the Large Conference Room located at 9 Riverside Street.

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

Trustees Absent: None

Others in Attendance: Mary Woods, Administrative Assistant

Expected Visitors:

None

Minutes of the Meeting:

The minutes of the June 1, 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 June 1, 2021 meeting.

SECONDED BY: Alderman O'Brien

MOTION CARRIED:

DISCUSSION:

Personnel:

None

Old Business:

On the issue of cost sharing for pension administrative services, Trustee Anderson said that he has the letter drafted but does not have the numbers that he would like to incorporate into the letter. He would like to present to the City what the potential cost of this plan could be if it falls into an "unfunded" status.

Regarding the update on the pension ordinance to ensure that it conforms to IRS Regulations, Trustee Anderson asked Trustee Fredette where we stood. Trustee Fredette said that we should have a draft by July. Trustee Fredette stated that he had found a funded source for the first invoice that was submitted by Attorney Rich and has just received the second invoice. Alderman O'Brien asked who would be submitting the ordinance change and Trustee Fredette said it would probably be Alderman O'Brien. It would then have to go to the Personnel and Finance Committees.

Contract amendment for the pension administrative services was discussed from Hooker & Holcombe. Trustee Anderson said that right now the inquiries that exceed nine come to a \$500 fee and the board is looking to get it up to at least twelve transactions before we incur this charge. Hooker & Holcombe have gotten back to the board and they proposed an increase in the inquiries from nine to twelve before any fee kicks in which is potentially \$1,500 and they have reduced the cost of each one over twelve from \$500 to \$450. When there is a death benefit disbursement they are offering to bill that as a \$300 charge instead of \$500. Trustee Anderson asked if there were any comments from the board and stated that he thinks it's fair. Trustee Fredette agreed and said the contract can be renegotiated in possibly a year. Trustee Fredette said he would look to see when the contract expires. Trustee Hudson thought it sounded reasonable as a 3% increase. Trustee Anderson agreed.

Motion to approve the draft of the proposed contract amendment from Hooker & Holcombe.

MOTION BY: Alderman Moriarty moved to approve the draft of the proposed contract amendment from Hooker & Holcombe.

SECONDED BY: Trustee Fredette

MOTION CARRIED:

DISCUSSION: Trustee Anderson commented that we will ask Hooker & Holcombe to honor this through the end of the contract, 2023.

New Business:

Approval of the current disbursement of funds for the period of May 1, 2021 through May 31, 2021 in the amount of \$254,419.91 was presented to the Board. The Trustees reviewed the detail.

MOTION BY: Trustee Fredette moved to approve the current disbursement of funds for the period of May 1, 2021 thru May 31, 2021 in the amount of \$254,419.91.

SECONDED BY: Alderman O'Brien

MOTION CARRIED: Unanimously

DISCUSSION:

Period for Public Comment:

None

Items by the Trustees:

Trustee Fredette brought up the issue of the salary retroactive deductions for the AFSCME Union. He stated that there was an agreement made and the deductions will be taken out over a period

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of time and the average is about \$400 total which will be deducted in small increments. Trustee Fredette thought that it had to be approved first. Trustee Berube wanted to ask if all the retirees would be affected and Trustee Fredette said that he believed it was only one retiree who would be affected because he retired after the contract was negotiated but he would check on that. Trustee Dube asked about the City portion. Trustee Fredette stated that it would go along with that as well. Trustee Anderson asked if that was communicated to the employees and Trustee Berube said she believed the Director of Public Works was passing that information along to the Administrative Assistants and Superintendents. She also believes a letter will be generated. Trustee Fredette thought that the letter may come from the Payroll Dept.

Trustee Anderson wanted to mention again the subject of maybe looking at another RFP for investment management services. He reiterated that we are happy with RBC Wealth Management but he thinks, as a board, it should be looked at. He wasn't sure if it is something a consultant could handle but thinks in this next Fiscal Year we should make a plan to have an RFP completed. He thinks it should be taken up as to how we want to do this. He mentioned an OCIO (Office of Chief Investment Officer) which could be hired and they could "parcel" off everything to other money managers. He doesn't know the cost of that but thinks at this level it shouldn't be that expensive. Trustee Hudson wanted to know what the RBC Contract period was. Trustee Anderson thought it was year by year or "at will". Trustee Anderson thought it was a standard period of 5 years to do an RFP and were are at about 7 years. Trustee Fredette thought that maybe by the end of the fiscal year 2022 the board should also look at possibly doing another one time stipend to retirees. Trustee Anderson thought maybe it was only two-three years ago that one had been done but they will check and see if it can be done.

Trustee Anderson thought we should have RBC in for the July meeting for an end of the fiscal year review.

Next meeting will be scheduled for Tuesday, July 27, 2021 at 12:30p.m.

MOTION TO ADJOURN: Trustee, Frank Anderson moved to adjourn at 1:08 p.m.
SECONDED BY: Trustee Berube

Minutes Transcribed by: Mary Woods