

Lawrence Retirement Board Meeting Minutes

July 30th, 2024 at 8:30 am

Meeting called to order at 8:33.

Members Ceballos, Wilson, Cockroft, Ruiz were present. Sheryl Wright was present. Attorney Michael Sacco was present.

New Business:

Appointment of 5th member to the Lawrence Board of Retirement.

Diane Cockroft made a motion to re-appoint Sheryl Wright as the 5th Member to the Lawrence Retirement Board. Motion was seconded by Pascual Ruiz. Motion was approved unanimously 4-0.

Diane Cockroft made a motion to go into executive session at 8:35. Motion was seconded by Sheryl Wright. Roll call – Cockroft-yes, Ceballos-yes, Wilson-yes, Ruiz-yes, Wright-yes. Motion was approved on a unanimous roll call, 5-0.

Ryan Jenks – Ordinary Disability case.

Michael Mangan –Accidental Disability case

Diane Cockroft made a motion to come out of executive session at 9:57 a.m. Motion was seconded by Sheryl Wright. Roll Call – Cockroft-yes, Ceballos-yes, Wilson-yes, Ruiz-yes, Wright-yes. Motion was approved on a unanimous roll call, 5-0.

Joan Milone, a 64-year old School HR Specialist with 28 years and 8 months of service was approved for retirement last month with a date of August 9th. She respectfully requests to change her approved retirement date from August 9th to August 23rd, 2024.

Diane Cockroft made a motion to approve the retirement date change for Joan Milone from August 9th to August 23rd, 2024. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

An application for superannuation has been received from **Joseph Padellaro**, a 63-year old Police Officer with 31 years and 3 months of service. If approved, member will retire on August 8th, 2024, under an annual Option C allowance in the approximate amount of \$ 63,351.00.

Diane Cockroft made a motion to approve the superannuation retirement of Joseph Padellaro as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

Community Health Specialist, **Lorenza Ortega** would like to purchase her temporary City Water Department service. If approved member would be entitled to 1 years and 8 months of

creditable service for time worked from 03/01/2005 - 10/31/2006. The cost to purchase is \$7,780.35. Payroll records were supplied via MUNIS.

Diane Cockroft made a motion to approve the makeup payment for Lorenza Ortega as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

Community Development Project Officer, **Minerva Grullon** would like to purchase her previously refunded Planning Department service. If approved member would be entitled to 1 year of creditable service for time worked from 09/12/2011 - 09/14/2012. The cost to purchase is \$5,526.53. Payroll records were supplied via MUNIS.

Diane Cockroft made a motion to approve the buyback payment for Minerva Grullon as submitted. Motion was seconded by Pascual Ruiz. Motion was approved unanimously 5-0.

Request to pay for staff member **Briana Cuddy's** application to become a Notary for the board. Cost is \$60, for a 7-year term.

Sheryl Wright made a motion to authorize payment for staff member Briana Cuddy's application to become a Notary for the Board. Motion was seconded by Pascual Ruiz. Motion was approved unanimously 5-0.

Request to consider no longer sending **Direct Deposit Memorandums** to retirees.

Executive Director Rizzo explained that she had reached out to many retirement boards in the retirement community and most are no longer mailing direct deposit memorandums. We are currently spending approximately \$10,716.00 annually between postage and printing to send our direct deposit memorandums. We have also seen a great uptick with retirees claiming fraud on their accounts and mailing stubs makes retiree information more readily available. We currently have an online portal which allows retirees to access their monthly pay information. We currently have enough direct deposits to get us through year end. If we started this in January, it would give us adequate time to notify the retirees and set them up with the portal.

Robert Wilson made a motion to stop mailing direct deposit memorandums effective 1/1/2025 and to notify the retirees and offer portal access. Motion was seconded by Pascual Ruiz. Motion was approved unanimously 5-0.

Quarterly update on office budget

Executive Director Rizzo shared the Quarterly Expenditure Report that staff member Christine Bryant had put together as of 06/30/2024 for the members to review.

Board Reviewed the Quarterly Expenditure Report. - Noted

67/68 GASB Report as of **December 31st, 2023** – Noted completion

Actuarial Valuation as of January 1, 2024 – final – Noted completion

Items on appeal:**Coughlin** - CRAB appeal**Howell** – DALA appeal * - *Dismissed***Wood** – CRAB appeal**Bradley** – DALA appeal**Bistany** – CRAB appeal**Delaney** – DALA appeal * - *Dismissed***Olivero-Oviedo** – DALA appeal

Director Rizzo stated that regarding the Gail Howell and Michael Delaney DALA appeals, both cases were dismissed by DALA due to a failure to submit requested information, Michael Sacco has given them 15 days to appeal.

New Members:

Name	UNIT	Dept or Position	Group
Lopes, Brian	FIR	Firefighter	1
Montero, Reilyn	LHA	Plumber	1

Diane Cockroft made a motion to accept the new members as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

Refunds:

Ginette Aponte	SCH	Cafeteria Worker	\$7,041.00
Erin McNiff	SCH	Social Worker	\$12,957.82
Rebecca LaRocque	SCH	Dean of Students	\$16,635.49
Michael Herschenfeld	SCH	Manager	\$8,514.42
Cameron Boutin	FIR	Mechanic	\$3,120.97
Carol Fazioli	VOC	Administrative Secretary	\$33,127.67
Yessenia Rodriguez	SCH	CNA	\$1,226.54
Benjamin Dejesus	POL	911 Call Taker	\$10,145.33
Ariel Perez	SCH	Chief Financial Officer	\$16,879.12
Brian Lavin	VOC	Custodian	\$6,272.75
Georgia Doumit	SCH	LTS	\$2,515.94
Jesus Fajardo	SCH	Paraprofessional	\$5,536.20
John Morales	SCH	Paraprofessional	\$4,701.25
Charelis Rivera	POL	Police Officer	\$42,838.96
Kelley Wood	SCH	Paraprofessional	\$1,210.61
Ramon Tejada	SCH	Paraprofessional	\$22,333.59

Diane Cockroft made a motion to accept the refunds as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

Monthly Expenses:

Warrant # 6A	Voucher # 263	\$ 46,969.61
Warrant # 7	Voucher # 264-299	\$ 538,120.98
Retiree End Checks		\$ 13,799.69

Diane Cockroft made a motion to accept the monthly expenses as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

Monthly pension payroll for July 31st 2024	\$ 2,566,338.77
Voids	-2,366.37

Diane Cockroft made a motion to accept the pension payroll and voids as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

PRIT Wire redemption No incoming wire necessary this month

Approval of the **June 25th, 2024 retirement board minutes** as submitted.

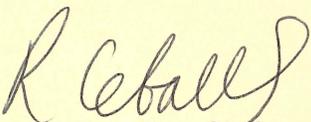
Diane Cockroft made a motion to accept the June 25th, 2024 retirement board minutes as submitted. Motion was seconded by Sheryl Wright. Motion was approved unanimously 5-0.

Copies of bank statements, cashbooks investment reports and recent PERAC Memos are available for review. Warrants and vouchers are present for approval and review.

Next meeting will be Tuesday August 27th, 2024 at 8:30 a.m.

Being no further business, Diane Cockroft made a motion to adjourn at 10:20 AM, seconded by Sheryl Wright. Motion was approved unanimously 5-0.

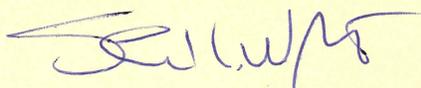
Respectfully Submitted,



Ramona Ceballos, Chairman



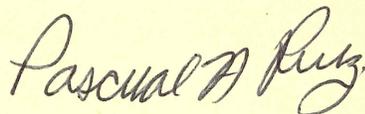
Gina Rizzo, Executive Director



Sheryl Wright



Robert Wilson



Pascual Ruiz



Diane Cockroft