

## **HULL CONTRIBUTORY RETIREMENT BOARD MEETING**

September 25, 2007

9:00 a.m. (Selectmen's Meeting Room)

The regular meeting of the Hull Contributory Retirement Board, duly posted to be held in the Selectmen's Meeting Room, Town Hall, Hull, MA on the above date was called to order at 9:00 a.m. Present were Marcia Bohinc, Chairperson, Members Leonard Colten, Maurice Murphy – 9:15 a.m., Gerald Ball, Rocky Tenaglia, and Retirement Administrator, Jennifer Miller.

### To Be Voted:

Read and attest to the minutes from the August 21, 2007 regular Board Meeting.

Motion made by Leonard Colten seconded by Rocky Tenaglia to attest to the minutes of the meeting held on August 21, 2007 with correction.

**Unanimously voted:**

### New Employees:

Patricia M. Erickson – Administration, Group 1 – Certificate #279

James Q. Quatromoni – School, Group 1 – Certificate #280

Susan M Regan – School, Group 1 – Certificate #281

Motion made by Leonard Colten seconded by Gerald Ball to accept the new employees as named above.

**Unanimously voted:**

### Notice of Injury:

John King – Fire Department, Group 4 – Injury 09/02/2007 – Report 09/17/2007

### Payments

- Sign all bill warrants for September 2007
- Sign the contributory payroll for September 2007

The Board signed all the bill warrants inclusive of the refunds and the contributory payroll with changes for the month of September.

### Refunds:

Joyce Sullivan – Health – refund due for deductions in error taken from sick leave conversion in the amount of \$77.39. Ms. Sullivan owes \$64.88 for additional 2% deductions through 12/31/2002. Total refund due to Ms. Sullivan is \$12.51.

Joseph Connolly – Former employee of the school department – refund due for deductions taken in error after the employee's date of termination in the amount of \$77.67.

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Motion made by Rocky Tenaglia seconded by Gerald Ball to refund Joyce Sullivan and Joseph Connolly as described above.

**Unanimously voted:**

**Payroll Change:**

John MacLeod – Retiree - request to have retirement allowance reinstated effective September 14, 2007. Mr. MacLeod terminated his employment with the Town of Hull Light Plant effective September 13, 2007.

Received notice of death on Eleanor Emanuello, date of death 08/23/2007. Ms. Emanuello was receiving a survivorship allowance at the time of death; therefore no further pension payments shall be made in her name.

Received Notice of Termination of Allowance from PERAC on Edward Haley – Failure to submit Annual Statement of Earned Income - Hearing to be scheduled by 10/18/2007. The Board acknowledged the Notice of termination and will schedule a hearing for their next regular meeting and notify PERAC of said hearing.

**Travel Approval**

MACRS Fall Conference – October 14 – 17, 2007 - Sheraton Springfield, Springfield, MA 01144-1689

Motion made by Rocky Tenaglia seconded by Gerald Ball to allow Marcia Bohinc and Jennifer Miller to attend the MACRS Fall Conference.

**Unanimously voted:**

**Discussions**

Board Member Decorum – Policies and Procedures – To be discussed and voted – Lenny Colten expressed his thanks to the Chairman for her dedication and good work in incorporating policies for the Board.

After reviewing and discussing the policies and procedures the Board agreed on striking the last sentence on (5) of section 2, eliminate (8) of section 3 and to add the word timely and by board vote to (7) of section 5.

After a lengthy discussion of the meaning of Section 3 – “Any display of disrespectful behavior or personal attack or verbal abusive conduct toward any individual citizen, town employee or member of the board will not be tolerated and will be dealt with appropriately by the chairman.” The Board discussed the Chairman’s role during the meetings and as to its rights to act alone in any disciplinary action that could or should be taken in the event of inappropriate behavior of any Board Member and felt that the chairman could not act alone on behalf of the Board.

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9:30 a.m. James Lampke, Town Counsel entered. Mr. Lampke advised that it was the discretion of the Chairman to determine inappropriate behavior as the conductor of the meeting. He also stated that the Chairman could not act alone on behalf of the Board and that any action would have to be made by Board vote. He suggested that a period be added after the word tolerated and that the remaining sentence be stricken.

Motion made by Gerald Ball seconded by Rocky Tenaglia to add a period after the word tolerate and strike the remaining sentence.

**Unanimously voted:**

Motion made by Rocky Tenaglia seconded by Leonard Colten to approve the Policies and Procedures with corrections effective September 25, 2007.

**Unanimously voted:**

All members will receive the final copy at the October meeting.

### **Update**

- Received Notice of Completion of Retiree Evaluation on Barry Cohen (No action needs to be taken)
- Received Notice of Completion of Retiree Evaluation on Gary Taylor (No action needs to be taken)

### **Review**

Letter from Michael Sacco regarding Randolph Boothby along with DALA Decision.

Client update from Michael Sacco – Atherton v. Beverly Retirement Board – Sullivan v. Easthampton Retirement Board – Boothby v. Hull – Betty Colarusso v. Saugus Retirement Board.

Year-to-date trial balance and cash accounts reconciliation through July 2007.

The Board please with its cash flow however disappointed when updated on the loss of investment rate return through August 31, 2007 down at 7.14%.

### **New Business**

The Board discussed the importance of pre-employment physicals and to its rights to review the physical prior to an employee's membership in the retirement system. The Board will resend a letter to all of the hiring authorities including the Town Manager advising them of the

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importance of pre-employment physicals being completed and a copy being filed with the retirement office.

The Board discussed early payment of the contributory payroll for the months of November and December. The Board agreed to issues November's contributory payroll effective November 26, 2007 and December's effective December 24, 2007 a letter will be sent in October advising the retirees of the change.

### **Informational Mail**

- PERAC Memo #35/2007 – Implementation of Chapter 68
- PERAC Memo #36/2007 – New Disability Pension Fraud Poster
- PERAC Investment Best Practices Manual
- MACRS Appointment to Chapter 68 of the Acts of 2007
- Tyler Technologies Customer Communication and New Hire Announcement
- Segal Total Health Management Seminar Series

**Meeting adjourned:** 10:14 a.m.

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Marcia Bohinc, Chairman

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Leonard Colten

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Maurice Murphy

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Gerald Ball

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Rocky Tenaglia