

**MINUTES**  
**HULL CONTRIBUTORY RETIREMENT BOARD MEETING**  
**June 26, 2013**

The regular meeting of the Hull Contributory Retirement Board, duly posted to be held in the selectman's meeting room, Town Hall, Hull, MA on the above date was called to order at 9:04 a.m. Present were, Members, Marcia Bohinc, Leonard Colten, Gregory Galvin, Brian Thompson and Retirement Administrator Lauren Durham. Phil Lemnios was absent.

In accordance with the open meeting law, the Chair was notified and it was announced that Lauren Durham was making an audio recording of the meeting.

Minutes:

Leonard Colten made a motion, seconded by Greg Galvin to approve the minutes from May 28, 2013 regular Board meeting as presented.

**Unanimously Voted.**

Payments:

Leonard Colten made a motion to approve and sign the Bill Warrant for June 2013, seconded by Greg Galvin. Copies of all bills and checks have been included with the warrant as well as the Board packets per PERAC suggestion.

**Unanimously Voted.**

Greg Galvin made a motion to approve and sign the Payroll Warrant for June 2013, seconded by Brian Thompson. The June payroll warrant reflects insurance premium changes effective for the month of July.

**Unanimously Voted.**

Mike Buckley authorized \$250,000.00 to be liquidated from PRIT in order to fund June payroll on June 26, 2013.

Service Purchases:

Leonard Colten made a motion seconded by Brian Thompson, to grant Christopher Russo— of the Hull Fire Department, permission to purchase service credit for the period of September 1, 1982 through October 31, 1984 in which he had worked for the Hull Fire Department as a call Fire Fighter but was not yet on the civil service list. Cost to purchase two (2) years and two (2) months of service credit \$246.53. Deputy Chief Russo intends to purchase this time in one lump payment. Calculation was completed at ½ actuarial interest rate because he submitted a request to purchase service in January 2013.

He is also requesting to be granted (8) months of call fire fighter time from November 1984 through June 27, 1985 when he was hired as a full time fire fighter. During this time he was on the Civil Service list awaiting appointment. This service will be credit at the time of retirement. An e-mail dated June 11, 2013 from Veronica Gross at the Civil Service Unit of Mass Human Resources Division confirms he passed the 1984 fire fighter test that had been administered on 4/2/1984 and placed him on the list effective November 1984.

**Unanimously Voted.**

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Notice of Injury:

The Board acknowledged the receipt of notice of injury forms for the following employees of the Hull Fire Department:

Barry Phillips  
Steven Johnson

Updates:

The Board has composed an Employment contract for Administrator Lauren Durham and has asked that it be reviewed for next month's meeting.

On June 6, 2013, Marcia Bohinc and Lauren Durham met with PERAC Audit staff Martin Feeney and Bill Walsh for an exit conference following their 2010, 2011, and 2012 audit. At that time, they had no official Audit findings. They did note 4 "below the line items" for review.

1. Monthly Financial reporting- The Board has already begun to make changes and become more active in the monthly review of the financial status of the Retirement System.
2. Expenses- There were 2 mileage reimbursements where the calculation was off, and discovered an error in the formula of the worksheet. The other items were accounting corrections to be made going forward regarding certain services being accounted for in different accounts.
3. Wire Transfers- Authorization forms were found to be out dated and were immediately corrected for wire transfers and for access to bank accounts. This has already been resolved.
4. Membership- A new code in the payroll system has been discovered to be withholding retirement deductions on non-pensionable payments. This affected one employee in a couple of occurrences. This employee will be reimbursed and the payroll system will be reviewed quarterly to ensure any new codes are correctly withholding retirement contributions.

Overall the audit went well and we are awaiting PERACs final report.

The Board reviewed 38(c) payments paid and received for the calendar 2012. To date, we are up to date on all payments.

The Board reviewed the thoroughly Trial Balance for April 2013 and the PRIM Board update for May 2013.

Greg Galvin notified the Board the Plymouth County Retirement system approached him asking if the Hull Retirement Board would be interested in entertaining the idea of the Plymouth County retirement system managing their investments, rather than PRIT. The

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Board agreed that hearing what they have to offer would be of interest and asked the Lauren Durham contact Bill Farmer to schedule a presentation.

The Board reviewed the following Informational Mail:

- 6/13/2013- PERAC receipt of advisory opinion request regarding Daniel Evans Buyback request.
- June 10, 2013- M. Sacco Letter regarding ongoing litigation. Attorney Client Privilege.
- June 11, 2013- M. Sacco Letter regarding ongoing litigation. Attorney Client Privilege.

After independently reviewing the Attorney Client privilege correspondence from Michael Sacco in the matter of David Leary, Greg Galvin made a motion, seconded by Leonard Colten to direct Michael Sacco to submit the necessary paperwork to Appeal Judge Hely's decision. This will be made in the Massachusetts Appeals court. Lauren Durham will notify the Office of Michael Sacco as soon as possible.

**Unanimously Voted.**

**The Board's next scheduled meeting is for Wednesday, July 31, 2013 at 9:00 a.m. In the Selectman's Meeting Room. Meeting adjourned: 9:54 a.m.\_\_\_\_\_**

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Marcia Bohinc, Chairperson

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Gregory Galvin

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Phil Lemnios

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Leonard Colten

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Brian Thompson