

FRANKLIN REGIONAL RETIREMENT SYSTEM
BOARD MEETING
October 27, 2009

A meeting of the Franklin Regional Retirement Board duly posted to be held in the Board office, 278 Main Street, Suite 311, Greenfield, MA. on the above date was called to order at 8:32 AM by Board Chair, Sandra Hanks with Board members, Mary Stokarski and Herbert Sanderson present. Paul Mokrzecki entered the meeting at 8:34 AM. Also present were Executive Director Dale Kowacki, Assistant Director Susan Bobe; Greg McNeillie, Vice President, Dahab

Prior to and during the meeting, the following items were available for the Board's review: monthly financial statements, current investment statements, invoices, and member and retiree files related to items on the agenda.

Payroll, Refunds, Transfers and Bills Warrants

On a motion made by M. Stokarski and second by H. Sanderson, the Board voted unanimously to approve the warrants as follows:

<i>Retirees Payroll warrant in the amount of</i>	\$451,269.65
<i>Refunds warrant in the amount of</i>	\$25,772.47
<i>Transfers warrant in the amount of</i>	\$0.00
<i>Bills warrant in the amount of</i>	<u>\$67,923.83</u>
<i>For a total of:</i>	\$544,965.95

Review and Acceptance of Meeting Minutes

On a motion made by P. Mokrzecki and second by M. Stokarski, the Board voted unanimously to approve the minutes of the regular meeting held on September 29, 2009.

Cash Transfer between Investments and Bank

On a motion made P. Mokrzecki and second by H. Sanderson, the Board voted unanimously to transfer \$395,000 from Daruma to TDBank to cover November warrants.

New Members

On a motion made by H. Sanderson and second by M. Stokarski, the Board voted unanimously to approve new and existing members as follows:

<u>New Members</u>	<u>UNIT</u>	<u>DATE</u>
Binney, Katherine A.	FRN	9/14/09
Glenowicz, Jennifer A.	SND	9/02/09
Grogan, Chelsey A.	SND	9/14/09

Jonker, Jennifer J.	MOH	10/13/09
Levasseur, Rosina L.	FRN	10/07/09
Maillet, Jean-Paul J.	MOH	9/09/09
Martin, Barry R.	MOH	9/08/09
Mitchell, Shirley A.	OGE	8/26/09
Prophet, Kristin L.	WTY	9/01/09
Reynolds, Charlene M.	HTH	9/09/09

Existing Members – Different Units:

Coburn, Leah C.	ROW	9/02/09
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New Retirees

On a motion made by H. Sanderson and second by P. Mokrzecki, the Board voted unanimously to approve the following retirees:

Fuller, Marie – PERAC approval has been received for a Superannuation Option A retirement benefit effective October 17, 2009. Ms. Fuller resigned from her position as Treasurer in the Mohawk Trail Regional School District 11/30/1998 with a total of 17 years, 2 months creditable service.

O’Connell, Diane – PERAC approval has been received for a Superannuation Option A retirement benefit effective June 30, 2009. Ms. O’Connell served as an EMT and Ambulance Director in the Town of Conway from July 1, 1991 through June 30, 2009 with a total of 18 years of creditable service.

Disability Retirements:

On a motion made by P. Mokrzecki and second by M. Stokarski, the Board voted unanimously, conditional upon receipt of a properly signed Physician’s Statement, to request a medical panel review for the Ordinary Disability retirement application of John Tatro, a former Buckland employee.

Buy Backs and Make-ups:

On a motion made by H. Sanderson and second by M. Stokarski, the Board voted unanimously to approve the following buyback/make-up of creditable service :

Civello, Dee Ann – current member of the Town of Leverett has requested a buyback of a refund taken from the State Board of retirement in 1981. The State Board will accept 3 years, 2 months, 25 days of creditable service for time worked at UMASS from 8/22/76 to 11/3/79 and 12/28/1980 to 4/10/1981. The refund was for \$2,404.12. Total cost, if paid by November 30, 2009; will be \$7,258.00, otherwise, interest will accrue as allowed by law.

Perkins, Anne – current member of the Franklin County Regional Housing Authority has requested a make-up of creditable service for time served in the Town of Wendell as a building inspector between 1987 and 1991. The Treasurer has provided payroll records indicating that the salary was an annual stipend.

Creditable service allowable is for actual time worked based on an hourly wage equal to twice the Massachusetts minimum wage. Total creditable service is 2 months, 29 days at a cost of \$612.51 if paid by November 30, 2009. Otherwise interest will accrue as allowed by law.

Tresback, Joanne – current member in the Mahar Regional School District has requested a make-up of creditable service for time served prior to enrollment between August 31, 1987 and February 3, 1988. Total cost of the purchase is \$291.00 and does not include interest due to administrative error in 1987. Interest will begin to accrue as of 12/1/09 if balance is not paid in full by November 30, 2009. Creditable service is 5 months, 3 days.

General Business:

Final Budget for 2010

On a motion made by M. Stokarski and second by P. Mokrzecki, the Board voted unanimously to approve as presented the 2010 budget for a total budget of \$820,078.

Anne Perkins-unique make-up situation

Ms. Perkins, a current member in the Franklin County Regional Housing Authority, has asked to purchase creditable service between 1974 and 1977 when she served as the Executive Director of the Orange Housing Authority. The Authority became a member unit of FRRS in 1987.

On a motion made by H. Sanderson, and a second by M. Stokarski the Board, on the advice of it's attorney, voted in the majority, with one abstention, to deny Anne Perkins's request to purchase creditable service for her employment in the Orange Housing Authority between 1974 and 1977 which was prior to the Authority's 1987 vote to join the Franklin Regional Retirement System.

Board Regulation – Documentation for purchasing prior service

On a motion made by M. Stokarski and second by P. Mokrzecki, the Board voted unanimously to remove the following sentence: "Actual time worked by employee to be provided and certified by unit Treasurer.", in the first paragraph of the Buybacks and Make-ups section of the Board Regulations, and replace it with the following sentence: "Documentation in the form of actual payroll records that include: position, wages paid, hours and/or payrate, and start and end dates, are to be provided by the unit treasurer. Where no payroll records exist, the board will review provided materials."

Investment Consultant's Report on 3rd Quarter Performance Results

Greg McNeillie joined the meeting at 9:41 to discuss the performance of the Board's investments. Mr. McNeillie suggested, when the fund is allowing

withdrawals again, that the board discuss transferring entirely out of Prudential and moving the funds to the real estate option with the PRIM board.

Massachusetts Retiree membership brochures

The Mass Retiree organization has provided FRRS with a sampling of membership brochures to give to new retirees. The Board was not opposed to adding the brochure to the initial mailing for new retirees.

Project Reports – FYI:

Ethics Compliance Exam

The Board received information on the new legislative mandate, part of Chapter 28 of the acts of 2009, Section 84 subsection 27, 28, and Section 101, that all public employees are required to download a summary of the conflict of interest statute and take the online training examination by April 2, 2010. A review of the summary will be required annually for each public employee and the exam will be required every 2 years.

OPEB – Purchase software or do it ourselves?

There is a software package that will calculate the future cost of benefits given to retirees, based on current retiree and employee usage. The software purchase price is \$750.00 and has been added to the 2010 budget. However, Dale has discussed alternative methods of calculations with Larry Stone, the Board's actuary and will try to develop projections with these methods before committing to a purchase.

Pension Reform Legislation

The Executive Director will attend the presentation of the Committee's Report before the Joint Committee on Public Service, in Boston, on November 9, 2009.

Adjournment

On a motion made by H. Sanderson, and a second by M. Stokarski, the Board unanimously voted to adjourn the meeting at (11:10?)11:20 a.m.

Respectfully submitted,

Dale C. Kowacki, Executive Director

These minutes were approved on November 24, 2009

Sandra A. Hanks, Chair

Herbert L. Sanderson Jr., Vice-Chair

ABSENT

David R. Gendron, Board Member

Mary A. Stokarski, Board Member

Paul J. Mokrzecki, Board Member

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