

NEWTON RETIREMENT BOARD
Meeting - - February 20, 2019
3:00 p.m. – Room 211, Newton City Hall

PRESENT: Kimberly Fletcher, Thomas Lopez, Paul Bianchi, Susan Dzikowski, Anthony Logalbo, Kelly Byrne, Donna Cadman and Asst. City Solicitor Marie Lawlor.

VOTED: Record in minutes the Board voted, by a vote of 5-0, to approve the minutes of the January 23, 2019 meeting.

RECORD: Record in minutes the Board scheduled a public hearing to determine the FY2020 retiree COLA for March 27, 2019.

VOTED: Record in minutes the Board voted, by a vote of 5-0, to award a member-survivor benefit pursuant to G.L. c. 32, §101 to Lorraine Chappelle, widow of ADR retiree George Chappelle who died on January 18, 2019.

RECORD: Record in minutes the Board discussed current office staffing and operations. As a result of the discussion the Board directed Director Byrne to formulate a survey to be sent to other Chapter 32 retirement systems of comparable size to determine staffing levels, salaries paid and longevity of staff members. Director Byrne will also collect sample job descriptions from various systems. The Board further discussed the hiring of a third staff member to begin employment sometime in the fall of 2019. The Board also discussed the City of Newton's conversion to Munis payroll software in January 2020 and whether the system's current software, Pension Technology Group (PTG), would be better suited for the Newton Retirement System to work with given their extensive experience with other Chapter 32 retirement systems. Board member Anthony Logalbo asked Director Byrne to schedule representatives of PTG to attend the next meeting to further discuss a possible transition to their pension payroll software.


RECORD: Record in minutes the Board reviewed the projected calendar year 2019 administrative expense as reported by Director Byrne. The Board decided to continue their review at the March 27, 2019 meeting when Director Byrne is able to report on the results of the salary range survey and the board's final determination on pension payroll software, and the associated cost to implement.

VOTED: Record in minutes the Board voted, by a vote of 5-0, to approve the following expense warrants:


Warrant# C1-19	2/24/2019	Federal Tax Deposit Funding re: Member Account Disb.	\$ 8,088.25
Warrant# 3-19	2/24/2019	Administrative Expense/Member Account Disb.	\$ 202,435.03
Warrant# 4-19	2/26/2019	2/28/19 Contributory Pension Payroll	\$3,395,011.54

RECORD: Record in minutes Board Member Thomas Lopez discussed a recent interaction with the City's Interim Human Resource Director and Director Byrne regarding a potential survivor benefit due on behalf of an active member. Board Member Lopez voiced his frustration on how the matter was handled by city officials. The Board also discussed how a second employee of the Human Resource office (Teri Struth), who had direct interaction with the retirement board and staff on various employee matters, will be leaving their employment and the negative impact this could have for the retirement system. As a result of this discussion the Board requested that Director Byrne contact the new Human Resource Director, who is scheduled to start employment on March 11, 2019, and ask that she attend the March 27, 2019 meeting.


Signed:




Kimberly A. Fletcher, Chair/Appointed Member



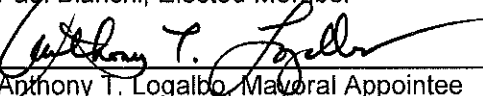
Thomas Lopez, Vice Chair/Elected Member



Susan Dzikowski, Ex-Officio Member



Paul Bianchi, Elected Member



Anthony T. Logalbo, Mayoral Appointee