

# AMESBURY RETIREMENT BOARD MEETING

Thursday, January 29, 2026 @ 1:30 PM  
City Hall – George McNeill Meeting Room  
1 Market Street, Amesbury Massachusetts

**RECEIVED**  
By City Clerk at 9:11 am, Jan 23, 2026

**Board Members:** Donna Cornoni; Craig Bailey; Shaunna Ring; Marisa Batista; David Van Dam  
**Retirement Administrator:** Laura Angus

## **Meeting Agenda:**

### New Member Enrollments

**City of Amesbury/Fire Department:** Joshua Lavoie, Probationary Firefighter/EMT (Essex County Sheriff's Dept).

**City of Amesbury/School Department:** Amy L. Smith, Paraprofessional.

**City of Amesbury/Mayor's Office:** Pamela Tobey, Chief of Staff (Gloucester, State).

**City of Amesbury/Housing Authority:** Robert E. Baronas, Housing Manager

**City of Amesbury/Human Resources/Administration and Finance:** Nicholas Gilmore, Payroll/Financial Analyst

### Buybacks/Redeposits

The Board received payment in full from Gail M. Fusco for her non membership service with Amesbury from 09/04/2007 to 08/28/2016. Total amount of creditable service is 3 years and 5 months. Total amount of make-up paid was \$15,232.54.

The Board received payment in full from Raybecca S. Bailey for her non membership service with Amesbury from 10/17/2011 to 08/31/2014. Total amount of creditable service is 1 year and 7 months. Total amount of make-up paid was \$5,270.89.

The Board received payment in full from Mary K. Corbiey for her non membership service with Amesbury from 11/13/2013 to 09/06/2018. Total amount of creditable service is 1 year and 1 month. Total amount of make-up paid was \$6,730.03.

The Board received payment in full from Lisa A. Wile for her non membership service with Amesbury from 12/07/2011 to 08/26/2016. Total amount of creditable service is 2 years and 0 month. Total amount of make-up paid was \$5,778.94.

The Board received a request to purchase refunded service with the Essex Regional Retirement System (ERRS) from Howard A. Snyder. The total amount of creditable service from 01/23/2012 to 02/11/2016 is 4 years and 0 months. Total amount of buyback is 29,982.62 if purchased by January 31, 2026.

### Transfers

The Board received a request from the Middlesex County Retirement System to transfer the account of Ann Marie Casey, former Chief of Staff with the City of Amesbury. The total amount of creditable service to be transferred is 3 years and 10 months (3.8333). The total amount in the account to be transferred is \$34,788.88.

The Board received a request from the Newburyport Retirement Board to transfer the account of Miesha Acevedo, former Interim Program Coordinator with the City of Amesbury. She was not a member of the Amesbury Retirement System and had no retirement deductions. She did have deductions taken for OBRA.

### Refunds

None

### Retirements

None

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## Items to be reviewed and approved:

- January 2026 Payroll Warrant.
- January 2026 Cash Disbursements Warrant.
- January 2026 Vendor Payment Warrant.
- November 2025 PRIT Report
- December 2025 PRIT Report.
- December 2025 MM Bank Reconciliation.
- December 2025 Checking Account Reconciliation.
- December 18, 2025 Minutes.
- YTD Trial Balance

## PERAC Memorandums to review:

- PERAC #34.....December 15, 2025.....Proposed Amendment to Electronic Signature Regulations.
- PERAC #36.....December 30, 2025.....Mandatory Retirement Board Member Training-1<sup>st</sup> Quarter, 2026.
- PERAC #37.....December 30, 2025.....Tobacco Company List.
- PERAC #1.....January 07, 2026.....2026 Interest Rate set at 0.1%.
- PERAC #2.....January 09, 2026.....Anti-Spiking Calculation Pursuant to Section 106 for Union Members
- PERAC #3.....January 09, 2026.....2026 Limits under Chapter 46 of the Acts of 2002.
- PERAC #4.....January 09, 2026.....2026 Limits under Section 23 of Chapter 131 of the Acts of 2010.
- PERAC #5.....January 12, 2026.....COLA Notice.
- PERAC#6.....January 13, 2026.....Annual Review of Medical Testing Fee
- PERAC #7.....January 14, 2026.....Required Minimum Distribution.
- PERAC #8.....January 20, 2026.....Fraud Alert

## Correspondence

Email received December 16, 2025 from the Public Employee Retirement Administration Commission (PERAC) acknowledging the Annual Statement for 2024.

Email received December 16, 2025 from Stephen Hare, Information Technology Director regarding the IT staff availability during the city hall move.

Email received December 16, 2025 from Victoria Feger, Executive Assistant to the Mayor regarding Cider Hill Market card available as Cider Hill Farm, with a reminder email received on December 22, 2025.

Email received December 16, 2025 from Marisa Batista regarding salary reserve transfers.

Email received December 17, 2025 from Diane Lloyd of the State Retirement Board indicating that the COLA reimbursement payment will be issued on or about December 18, 2025. Payment was received on December 23, 2025.

Email and attachment received December 17, 2025 from the Middlesex County Retirement System containing the fall newsletter.

Email received December 18, 2025 from MassPRIM portal regarding the upload of the Annual Comprehensive Financial Report for the fiscal years ending June 30, 2025 and 2024.

Email received December 18, 2025 from MassPRIM portal regarding the upload of the Third Quarter 2025 PRIM Board Quarterly Update.

Email and attachment received December 19, 2025 from Christine Caminero, Human Resources Director containing the 2025-2026 Holiday Schedule.

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Email received December 21, 2025 from Attorney Michael Sacco, containing a Christmas message and office hours for the Christmas holiday.

Email and attachment received December 22, 2025 from Mayor Cassandra Gove announcing Pam Tobey as the new Chief of Staff to start on January 2, 2026. The attachment contained the press release for Pam’s hiring. Welcome, Pam!

Email and attachment received December 23, 2025 from William Donohue, Communications Director regarding a “By the Numbers” for calendar year 2025, with a reminder email received on January 6, 2026.

Email and attachment received December 23, 2025 from Mayor Cassandra Gove containing an invitation to the State of the City address and swearing in ceremony for Amesbury’s newly elected officials.

Email received December 23, 2025 from Stephen Hare, Information Technology Director, regarding the internet connection during the first week in the new City Hall.

Email received December 24, 2025 from Christopher Lodge, President and COO for Pension Technology Group (PTG) wishing everyone a Merry Christmas, happy holidays and joyful New Year.

Email received December 29, 2025 from Stephen Hare, Information Technology Director, regarding IT requests during the first two weeks of the move.

Email received December 30, 2025 from PERAC regarding the receipt of the Vendor Procurement package.

Email received December 31, 2025 from PERAC acknowledging receipt of the information regarding the Board’s selection of KMS Actuaries, LLC.

Document uploaded into Mass PRIM portal January 01, 2026 by Emily Green, Senior Client Services Analyst for the Pension Reserves Investment Management Board (PRIM) regarding the 2026 PRIM Board & Committee Meeting Dates:

First Quarter Dates are as follows:

Wednesday	01/21/2026	Stewardship and Sustainability Committee	9:30 AM.
Tuesday	02/10/2026	Investment Committee	9:30 AM.
Wednesday	02/11/2026	Real Estate and Timberland Committee	9:30 AM.
Thursday	02/12/2026	Administration and Audit Committee	10:00 AM.
Thursday	02/26/2026	Board Meeting	9:30 AM.

Email and attachment received January 2, 2026 from Betsy Doucette, Assistant City Accountant regarding the 2026 IRS mileage reimbursement and containing the expense reimbursement form.

Email received January 5, 2026 from PERAC regarding the remote hearing on the proposed amendment to 840 CMR 28.00 on Wednesday January 7, 2025 from 10:00 AM to 11:00 AM.

Email received January 5, 2026 from Jack Meyers, Senior Investigator, Audit Oversight & Investigations, Office of the Inspector General requesting a copy of the RFP the Board issued in 2025 for legal services as well as a copy of the complete proposal, financial and non-financial, submitted by Sacco & Collins, P.C. in response to the RFP.

Two emails received January 6, 2026 from Mayor Cassandra Gove regarding housekeeping matters for the move.

Email received January 6, 2026 from Brad Kurland, Vice President of Customer Experience for Pension Technology Group (PTG) regarding general year end instructions – 2026.

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Email and attachment received January 6, 2026 from William Donohue, Communications Director relating to the Mayor's State of the City address that will take place on Tuesday January 13, 2026 at 6:00 PM.

The Board received a letter through PROSPER from PERAC dated January 7, 2026 regarding Section 3(8)(c) of Chapter 32 of the General Laws. Amesbury Retirement System shall reimburse the Massachusetts Teachers' Retirement System \$3,228.13 a year toward the retirement allowance of Patricia E. Dupray, who retired June 30, 2023.

Email received January 8, 2026 from Brad Kurland, Vice President of Customer Experience for PTG regarding the 2026 interest rate.

Email received January 12, 2026 from Stephen Hare, Information Technology Director regarding connectivity issues and access to the files server.

Email received January 12, 2026 from Murphy, Hesse, Toomey & Lehane, LLP containing an invitation to join them at their annual reception at the Massachusetts Municipal Association's 2026 Annual Connect 351 Conference and Trade Show on Thursday, January 22, 2026 from 5:30 to 7:00 PM at Sauciety in The Westin Boston Seaport District, 425 Summer Street, Boston. Reminder email received January 20, 2026.

Email and attachment received January 13, 2026 from PERAC regarding the Ice Miller presentation on federal taxation last year.

The Board received a letter through PROSPER from PERAC dated January 14, 2026 regarding Section 3(8)(c) of Chapter 32 of the General Laws. Amesbury Retirement System shall reimburse the Essex Regional Retirement Board \$912.04 a year toward the retirement allowance of Leary Chase, who retired October 1, 2025.

Email received January 15, 2026 from Attorney Michael Sacco regarding staffing changes at their firm. Kathleen Sitler and Joseph Kenyon are both leaving the firm effective today.

Email received January 15, 2026 from Operational Services Division (OSD) containing Issue #33 of Buy the Way.

Email received January 15, 2026 from Frank Valeri, President Mass Retirees Association regarding the Tewksbury Area meeting on Friday, January 16, 2026 at 11:00 AM at the Tewksbury/Wilmington Elks Lodge, 777 South Street, Tewksbury.

Two emails received January 16, 2026 from PERAC regarding the upcoming audit for the period of 01/01/2020 – 12/31/2023 which will begin in mid to late February.

On January 21, 2026, the Board received a Freedom of Information Act (FOIA) request from Frank Valeri, President of Retired State, County and Municipal Employees Association of Massachusetts (Mass Retirees) requesting information on Retirees and Surviving Spouses and active employees who are eligible for retire.

Email and attachment received January 22, 2026 from Murphy, Hesse, Toomey & Lehane containing an Open Meeting Law Minutes Refresher.

Email received January 22, 2026 from Brad Kurland, Vice President of Customer Experience for PTG regarding the Microsoft Outlook Outage and Login Impact for PTG customers.

The Board received 5 emails dated December 17 and 19 2025 and January 9, 16 and 23, 2026 from Mass Retirees regarding a variety of topics including *Reminder of the Tele-town Hall on December 18, 2025, office hours during the holidays, renewal of membership, COLA Commission Report pending, State Retirement Board Elections – Frank Valeri was re-elected, GIC December meeting at which was discussed cost cutting options, membership cards, First Area Meeting Friday, January 16, 2026 at 11:00 AM at the Tewksbury/Wilmington Elks Lodge in Tewksbury, Retiree health*

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*insurance, COLA Commission recommendations, anniversary of the Social Security Fairness Act on January 5, 2026, GIC premium increases and further updates on the COLA Commission.*

Old Business

None

New Business

Update on 2025 Disability Data to PERAC. Completed through PROSPER December 29, 2025.

RFP Service Agreement

Update on 1099-R mailings and Group 4 letters. Completed and mailed January 14, 2026.

Update on Member's Annual Statement – Completed and mailed.

Next Board Meeting

Thursday, February 26, 2026.

Discussion of topics not reasonably anticipated by the chair 48 hours before the meeting.