

# AMESBURY RETIREMENT BOARD MEETING

Thursday, March 26, 2026 @ 1:45 PM  
City Hall - George McNeill Meeting Room  
1 Market Street, Amesbury Massachusetts

RECEIVED  
By City Clerk at 11:30 am, Mar 20, 2026

**Board Members:** Donna Cornoni; Craig Bailey; Kevin Caira; Marisa Batista; David Van Dam

**Retirement Administrator:** Laura D. Angus

## Meeting Agenda

### New Member Enrollments

**City of Amesbury/Police Department:** Abigail Sites, Public Safety

### Buybacks/Redeposits

None.

### Transfers

The Board received a request from the Middlesex County Retirement Board to transfer the account of Diana M. Caswell, former Chief Assessor with the City of Amesbury. The total amount of creditable service to be transferred is 6 years and 10 months (6.8333). The total amount in the account to be transferred is \$43,504.65.

### Refunds

The Board is processing a partial refund for Kevin P. Mulrenin for deductions taken in error from pay that was not regular compensation, being fitness stipends and a stipend for giving notice of retirement. The amount of his partial refund is \$146.80, less federal taxes of \$29.36. The refund to Mr. Mulrenin is \$117.44.

The Board received an Application for Withdrawal of Accumulated Total Deductions from Emily A. Petro, former Speech Assistant with the Amesbury Public School Department. She has 1 year and 9 months (1.7500) of creditable service. Ms. Petro requested a rollover of her funds. The amount of the rollover is \$5,602.14, less interest not eligible for refund of \$709.28, leaving a net amount of \$4,892.86.

The Board received an Application for Withdrawal of Accumulated Total Deductions from Paul Mullin, former Van Driver with the Amesbury Public School Department. He has 2 years and 11 months of creditable service. Total refund is \$4,346.57, less federal taxes of \$869.31, net refund of \$3,477.26. Mr. Mullin did not request a rollover.

The Board received an Application for Withdrawal of Accumulated Total Deductions from Michele S. Pouliot, former Van Driver with the Amesbury Public School Department. She has 1 years and 10 months of creditable service. Ms. Pouliot requested a rollover of her funds. Total amount of rollover is \$3,039.56.

### Retirements

The Board received notification on the death of Retiree Dennis W. Dow. His date of death was 02/22/2026. His retirement was a disability retirement calculated under Option B prior to 11/07/1996. His wife, Denise is entitled to a section 101 benefit and may be entitled to an accidental death benefit.

The Board received an Application for Voluntary Superannuation Retirement from Kathryn Hawkins, Assistant Treasurer for the City of Amesbury. Kathryn is requesting retirement from Group 1 as of May 1, 2026.

Kevin P. Mulrenin (DOR 02/06/2026) will receive his first pension allowance on March 31, 2026. Kevin retired from Group 4 and selected Option A. He had 32 years and 3 months (32.2500) of creditable service and his gross monthly pension allowance will be \$9,664.37.

Barbara A. Lyons Manson (DOR 02/20/2026) will receive her first pension allowance on March 31, 2026. Barbara retired from Group 1 and selected Option A. She had 10 years and 2 months (10.1667) of creditable service and her gross monthly pension allowance will be \$548.14.

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Items to be reviewed and approved:

- March 2026 Payroll Warrant.
- March 2026 Cash Disbursements Warrant.
- March 2026 Vendor Payment Warrant.
- February 2026 PRIT Report.
- February 2026 MM Bank Reconciliation.
- February 2026 Checking Account Reconciliation.
- February 26, 2026 Minutes.

PERAC Memorandums to review:

- PERAC #11.....March 04, 2026.....Disability Presumptions and Pre-Employment Physicals
- PERAC #12.....March 10, 2026.....Violent Act Injury Disability - Updated Forms
- PERAC #13.....March 19, 2026.....Tobacco Company List

Correspondence:

The Board received an email dated February 23, 2026 from Public Employee Retirement Administration Commission (PERAC) reminding everyone of the Preparing the Annual Statement webinar on Tuesday February 24, 2026 at 1:00 PM.

The Board received an email dated February 24, 2026 from PERAC regarding the New Administrator Training on Tuesday, March 3, 2026 from 8:30 AM – 2:30 PM at the Four Points by Sheraton, 1125 Providence Turnpike, Norwood, MA. Any Board member who attends will receive three educational credits.

The Board received an email dated February 25, 2026 from William Donohue, Communications Director, regarding changes to org charts for FY27.

The Board received an email dated February 26, 2026 from Mayor Kassandra Gove regarding the FY2027 Budget Directive.

The Board received an email dated February 27, 2026 from Pamela Tobey, Chief of Staff regarding the FY27 Budget – Capital Requests.

The Board received a note on February 27, 2026 from KMS Actuaries, LLC thanking the Board for selecting them and that they are looking forward to working with the Board.

The Board received an email dated February 27, 2026 from Chris Green, Commercial Lines Account Manager for Collaborative Insurance Solutions LLC, which contained the Fiduciary Liability Coverage Certificate of Insurance for 03/01/2026 – 03/01/2027 policy term.

The Board received an email dated February 27, 2026 from Kathleen Kiely-Becchetti, Esq., Executive Director of the Norfolk County Retirement System indicating that as of February 13, 2025, she has resigned as President of MACRS.

The Board received an email dated March 2, 2026 from Chris Green, Commercial Lines Account Manager for Collaborative Insurance Solutions LLC, which contained the Fiduciary Crime Coverage Certificate of Insurance for 03/01/2026 – 03/01/2029 policy term. This coverage is a three-year policy term.

The Board received an email and attachment dated March 2, 2026 from William Donohue, Communications Director, containing a press release for announcing a request for proposal for the former Amesbury Elementary School.

The Board received an email and attachment dated March 4, 2026 from Betsy Doucette, Assistant City Accountant containing the updated tax exemption for the city with the new legal address.

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The Board received an email and attachment dated March 5, 2026 from Marisa Batista, Chief Financial Officer containing the CRS 2024 805 draft report.

The Board received an email dated March 6, 2026 from Mark Georgian containing a Public Records request for information related to his retirement account and any refund received for this account. This request was answered on March 13, 2026 informing Mr. Georgian his dates of employment with the City of Amesbury, that he was an intern with the City and was not eligible for membership in the Amesbury Retirement System. He contributed to the 457 deferred compensation plan at that time.

The Board received an email dated March 6, 2026 from Pamela Tobey, Chief of Staff, giving a legislative update from the City Council meeting on March 4, 2026.

The Board received an email dated March 6, 2026 from Daniel Svirkin of the Actuarial Unit at PERAC regarding actuarial documents uploaded to Prosper.

The Board received an email and attachment dated March 9, 2026 from Attorney Michael Sacco containing a draft of a HIPAA Authorization and Limited Release form to be added to the new member enrollment packet in response to PERAC Memo #11 of 2026, and a follow up email received March 9, 2026 regarding use of this form for current employees as well.

The Board received an email and attachment dated March 9, 2026 from Marisa Batista, Chief Financial Officer containing the CRS 2024 805 final report.

The Board received an email dated March 9, 2026 from Chief Craig Bailey indicating that he will be out of the county from March 10, 2026 – March 17, 2026 and that Deputy Chief Lauren Blatchford would be in full command of the Amesbury Policy Department.

The Board received an email and attachment dated March 11, 2026 from Nataliya Urciuoli, Senior Executive Assistant of the Office of the Inspector General (OIG) of the Commonwealth of Massachusetts containing the OIG's report titled *Former CEO of Worcester Regional Retirement System Abused Public Funds*. This report relates to an investigation of Michael Sacco, former CEO of Worcester Regional Retirement System.

The Board received an email dated March 11, 2026 from Attorney Michael Sacco giving a short answer to the OIG's report referenced above and indicating that a lengthier response would be issued in the next couple of days.

The Board received an email dated March 11, 2026 from Kelly McCracken, Administrator of Dukes County Retirement System regarding the upcoming administrator's conference on Martha's Vineyard on April 26<sup>th</sup> – 28<sup>th</sup>.

The Board received an email dated March 12, 2026 from Pamela Tobey, Chief of Staff, giving a legislative update from the City Council meeting on March 10, 2026.

The Board received an email and two attachments dated March 13, 2026 from Attorney Michael Sacco containing his response to the OIG's report referenced above and containing a State Ethics Commission December 19, 2024 letter notifying him that the preliminary inquiry which had been opened the previous January had been terminated. Any questions any Board member has regarding the OIG's report may be directed to Attorney Sacco.

The Board received an email dated March 13, 2026 from Felicia Baruffi, Senior Associate General Counsel of PERAC regarding the HIPAA waiver form. PERAC will not be drafting a form, as it is not in the scope of their expertise. Since the HIPAA waiver form is not a standard retirement form and will be drafted by Board counsel, the HIPAA waivers do not need to be submitted to PERAC for review and approval.

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The Board received an email dated March 15, 2026 from Attorney Michael Sacco referencing the OIG's report listed above and containing a link to the Worcester Regional Retirement Board minutes for review by anyone interested.

The Board received an email dated March 16, 2026 from MACRS announcing John Brown has assumed the role of president and the MACRS Kevin J. Regan Spring Conference will take place from May 31- June 3, 2026 at the Sheraton in Springfield.

The Board received an email dated March 17, 2026 from John Galvin, Compliance Manager with PERAC reminding all Board members to complete their Statement of Financial Interests which are due by May 1<sup>st</sup>.

The Board received an email dated March 17, 2026 from Brad Kurland Vice President of Customer Experience for Pension Technology Group (PTG) regarding platform milestones, including having achieved SOC2 Type 1 certification.

The Board received notification via email dated March 19, 2026 from MassPRIM that the PRIM Board 2025 GASB 67 and 68 Information is available on the portal.

The Board received notification via email dated March 19, 2026 from MassPRIM that the PRIM Board Quarterly Update for Fourth Quarter 2025 is available on the portal.

The Board received 5 emails dated February 27, March 6 (2), 13 and 20, 2026 from the Mass Retirees regarding a variety of topics including *GIC's cost shifting proposals being defeated and the effect on premiums for FY27, GIC's insurance premiums for FY27, transition plans following the vote to eliminate non-Medicare coverage for GLP-1 for weight loss, an update of the ongoing COLA reform, a clarification regarding plan enrollment for retirees living outside of New England, insurance plan design changes and alternative coverage options, open enrollment, GIC Plan Options Overview, Coalition Bargaining Protections, Association guidance, new insurance carriers entering Massachusetts, and retiree Dental Insurance*

### Old Business

Update on 1099-R Filings. The 1099s were filed on March 13, 2026. On March 15, 2026 we received an email from the IRS FIRE system indicating that the file status was good.

### New Business

Adoption of the HIPA Authorization of Release of Limited Medical Information pursuant to PERAC Memo #11 of 2026.

Retirement Administrator Laura D. Angus presented to the Board the *Annual Statement of the financial condition of the Amesbury Retirement Board to the Public Employee Retirement Administration Commission for the year ended December 31, 2025* for review and signatures.

The Board received information regarding the Massachusetts Association of Contributory Retirement Systems (MACRS) Annual Spring Conference beginning Sunday, May 31, 2026 – Wednesday, June 03, 2026 at the Sheraton in Springfield, MA.

The Board received from MassPRIM the 2025 GASB 67 and 68 Information on March 19, 2026.

### Next Board Meeting

Thursday, April 30, 2026.

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