

**AMESBURY RETIREMENT BOARD**

**Thursday, August 25, 2016**

**Amesbury Transportation Center**

**Board Members:** Donna Cornoni; Michael Cronin; James Lynch; Mary Marino; David Van Dam  
**Retirement Administrator:** Kevin A. Caira

**Meeting Agenda:**

New Member Enrollments

**City of Amesbury/School Department:** Kevin M. Ward, Jr., Custodian.

Buybacks/Redeposits

Payroll Error - Nicole A. Spirto, Assistant Director with the Amesbury Youth Recreation Department.

Received engagement letter from Fire Chief Kenneth E. Berkenbush for his buyback of refunded account and service.

Refunds

The Board received an Application for Withdrawal of Accumulated Total Deductions from Jocelyn Small (Hulse). Jocelyn worked as a Teacher Assistant for the Amesbury School Department. She has 7 months of creditable service and is requesting a rollover refund of her account.

Transfers

Retirements

Board received notification regarding the death of Mary E. Benjamin on 07/29/2016 and Anita M. Bourgeois on 08/17/2016.

Items to be reviewed and approved

- August 2016 Payroll Warrant.
- August 2016 Cash Disbursements Warrant.
- August 2016 Vendor Payment Warrant.
- July 2016 PRIT Report.
- July 2016 MM Bank Reconciliation.
- July 2016 Checking Account Reconciliation.
- July 28, 2016 Minutes.

PERAC Memorandum to review:

- PERAC #19...July 25, 2016....Cost of Living Increase for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors.
- PERAC #20...July 25, 2016....Reinstatement to Service under G.L.c.32 § 105.
- PERAC #21...August 5, 2016..Updating PERAC's Website on Supplemental Regulations.

Correspondence

Letter received from PERAC requesting Verification of Information Report that lists disability retirees who have reported earnings in an amount that may result in an adjustment to their disability retirement for the period of 2015.

Final Report received from Melanson, Heath & Company, P.C. regarding their audit of the Financial Statements, Required Supplementary Information, and Other Information for the Year Ended December 31, 2014.

Received the Summary of the Conflict of Interest Law for Municipal Employees required to be completed by legal counsel.

2017 Calendars received from the Retired State, County and Municipal Employees Association of Massachusetts.

September 2016 newsletter received from the Retired, State, County and Municipal Employees Association of Massachusetts.

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AMESBURY CITY CLERK

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Old Business

The 12<sup>th</sup> Annual Emerging Issues Forum presented by PERAC is being held on Thursday, September 15, 2016 from 9AM to 3PM at the Hogan Conference Center at the College of Holy Cross in Worcester, MA. Board Members attending this event will receive three (3) Educational Credits.

The MACRS 2016 Fall Conference will be held at the Sheraton in Springfield, Massachusetts. The dates of the conference are from Sunday, October 2, 2016 through Wednesday, October 5, 2016.

New Business

Paul Todisco, Senior Client Services Officer for the Pension Reserve Investment Management Board is scheduled to review the investments of the Amesbury Retirement System.

Next Board Meeting

Thursday, September 29, 2016.

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