

## **MINUTES OF MEETING HELD DECEMBER 19, 2024**

Chairman Thomas V. Thibaut, Jr. called the meeting of the Watertown Contributory Retirement Board to order at approximately 8:30 AM, Administration Building, 149 Main Street, Philip Pane Hearing Room. Board Members present at the meeting were, Chairman Thibaut; Mr. John Loughran; Mr. Domenic Duke Arone; & Ms. Kathleen Kiely-Becchetti. Ms. Megan Langan was unable to attend. Staff Members present were Executive Director Kayla J. Sheehan and Administrative Assistant, Lisa DiPietrantonio. Attorney Gerry McDonough was in attendance.

### **Confirm Next Monthly Meeting**

The next monthly meeting was confirmed for Thursday January 15, 2025.

Executive Session Under Purpose 7 of the Open Meeting Law: To comply with, or act under the authority of, any...law..., that law being Exemption (c) of the Public Records Law (G.L. c. 4, s. 7(26)(c) ) exemption personnel and medical files or information and other materials or data relating to a specifically named individual, the disclosure of which may constitute an unwarranted invasion of personal privacy.

### **Accidental Disability Application**

**A MOTION WAS MADE AND SECONDED TO GO INTO EXECUTIVE SESSION. A ROLL CALL VOTE WAS TAKEN AND RECORDED AS FOLLOWS:**

Mr. Arone	-	YES
Mr. Loughran	-	YES
Ms. Kiely-Becchetti	-	YES
Chairman Thibaut	-	YES

It was noted that the Board would return to open session at the conclusion.

**A MOTION WAS MADE AND SECONDED TO ACCEPT MEDICAL PANEL REPORTS AND APPROVE ACCIDENTAL DISABILITY APPLICATION PENDING CERTIFICATION FROM PERAC. A ROLL CALL VOTE WAS TAKEN AND RECORDED AS FOLLOWS:**

Mr. Arone	-	YES
Mr. Loughran	-	YES
Ms. Kiely-Becchetti	-	YES
Chairman Thibaut	-	YES

**A MOTION WAS MADE AND SECONDED TO RETURN TO OPEN SESSION. A ROLL CALL VOTE WAS TAKEN AND RECORDED AS FOLLOWS:**

Mr. Arone	-	YES
Mr. Loughran	-	YES
Ms. Kiely-Becchetti	-	YES
Chairman Thibaut	-	YES

It was agreed that the aforesaid votes would be noted in the minutes of open session.

### **Examination of Minutes:**

From meeting held on November 21, 2024

**A MOTION WAS MADE BY JACK LOUGHRAN AND SECONDED BY DUKE ARONE TO APPROVE MINUTES AS WRITTEN.**

**SO VOTED**

**Note Deaths of Members/Beneficiaries:**

**A MOTION WAS MADE BY JACK LOUGHRAN AND SECONDED BY DUKE ARONE TO APPROVE FINAL BENEFITS PAYMENT FOR DECEASED RETIREE. SO VOTED**

**Review PERAC Correspondence:**

**Review Applications for Benefits:**

**Applications for Membership:**

**A MOTION WAS MADE BY JACK LOUGHRAN AND SECONDED BY DUKE ARONE TO APPROVE APPLICATIONS FOR MEMBERSHIP. SO VOTED**

**Refund of Accumulated Deductions:**

**A MOTION WAS MADE BY DUKE ARONE AND SECONDED BY JACK LOUGHRAN TO APPROVE APPLICATIONS FOR MEMBERSHIP. SO VOTED**

**Superannuation Retirement:**

**A MOTION WAS MADE BY DUKE ARONE AND SECONDED BY JACK LOUGHRAN TO APPROVE APPLICATIONS FOR SUPERANNUATION RETIREMENT AS OUTLINED ABOVE. SO VOTED**

**Creditable Service Purchase:**

**Makeup**

The above request for non-membership creditable service purchase was tabled in order to seek clarification regarding Mr. Cote's eligibility for this purchase due to his salary being under \$5,000.

**Military Buyback**

**A MOTION WAS MADE BY JACK LOUGHRAN AND SECONDED BY DUKE ARONE TO APPROVE REQUEST MILITARY SERVICE PURCHASE AS OUTLINED ABOVE. SO VOTED**

**Review Warrants**

**A MOTION WAS MADE BY CHAIRMAN THIBAUT AND SECONDED BY JACK LOUGHRAN TO APPROVE THE WARRANTS AS AMENDED. SO VOTED**

**Director's Report:**

Executive Director Sheehan reported that the October Cash Books have all been submitted to PERAC through PROSPER. The following reports were prepared by Executive Director Sheehan and distributed to the Board members.

- Trial Balance
- Cash Receipts Journal
- Cash Disbursements Journal
- Adjustments Journal
- General Ledger
- Reconciled Bank Statements for accounts #1040, #1041, #1042 & #1043

PERAC has completed their 2017-2021 audit and will be conducting an exit interview shortly after the meeting. Executive Director Sheehan will report to the Board of any findings at their January meeting.

**Committee Reports:**

Board to Approve Winter Newsletter

**A MOTION WAS MADE BY CHAIRMAN THIBAUT AND SECONDED BY JACK LOUGHRAN TO APPROVE THE WINTER NEWSLETTER. SO VOTED**

**Old/Unfinished Business:**

Board to Discuss COLA Base Increase

**NO ACTION TAKEN AT THIS TIME**

Board to Review WCRB By-Laws

**TABLED**

Board to Review/Adopt WCRS Employee Handbook

**TABLED**

Review Staff Salaries

**TABLED**

**New Business**

No New Business was Discussed.

**Legal Update**

Attorney McDonough reported and commented on pending Board issues as well as general retirement issues of interest.

At the conclusion of the legal update, Attorney McDonough left the meeting.

**A MOTION WAS MADE BY CHAIRMAN THIBAUT AND SECONDED BY JACK LOUGHRAN TO ADJOURN THE MEETING AT 9:00AM. SO VOTED**