

MARBLEHEAD CONTRIBUTORY RETIREMENT BOARD MEETING
04/19/2017 at 4:00 PM

Present (constituting a quorum): Chairman, Robert Peck, Jr., Alison Nieto, Charles Gessner, Paul Jalbert and Jason Gilliland
Administrator: Linda Gifford
Others in attendance: Stephan Georgacopoulos

Active and inactive members as of January 1, 2017 (160 inactive)	608
New members since first of year	16
Refunds, rollovers, transfers & 10 year inactive since first of year	-14
Death of active members since first of year	-1
New retirees since first of year	-3
Current active and inactive members (157 inactive)	606
Current retirees and survivors	351
Current membership	957

PRIT Balance as of March 31, 2017: \$92,363,200.

Approval of previous month's expenses, cash reconciliation, bank statements, investments and trial balance.

Approval of the following new members:

1. Lianne Ivers	School/Paraprofessional	02/21/2017
2. Lenity Eldagany	Housing Authority/Clerk	02/06/2017
3. Maxwell Mellor	Park/Groundskeeper	03/13/2017
4. Nicholas Fratini	Police/Patrol Officer	03/13/2017
5. William Jackson	Light/Mgr. of Distribution	03/17/2017
6. Susan Brother	School/Paraprofessional	04/03/2017
7. John Glabicky	Park/Groundskeeper	04/03/2017

Approval of the following refunds and rollovers:

1. Charles Quigley (partial)	Engineering/Engineer	03/31/2017
2. Jeffrey Austraw	School/Tutor	03/31/2017
3. Leslie Boyce	School/Aide	03/31/2017
4. Peter Dorney	Sewer/Water Tech	04/14/2017
5. Alexandra Guillen	Finance/Payroll Clerk	04/14/2017
6. Leroy Bergeron	School/Custodian	04/14/2017

Approval of the following transfers:

1. Caitlin Teague	School/Paraprofessional	03/15/2017
2. Ryan Guild	School/Aide	04/14/2017
3. Jade Csizmesia	School/Paraprofessional	04/14/2017

Approval of the following retirements, new beneficiaries & "C" Pop-ups:

1. Frank T. Monahan, Jr.	Highway/Leader HEO	09/21/2015
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Changes on retirement (deaths):

1. Betty J. Brown	Town Clerk/Town Clerk	03/12/2017
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Changes on active members (deaths):

Disability Applications Pending:

David Perry's ADR was denied by the Board at their October 9, 2014 meeting. Attorney Sacco provided DALA decision and summary of findings on 10/19/2016. Notice of Objection filed with CRAB same day. The Memorandum of Law in support of objections was provided to CRAB by Sacco Law on 11/21/2016. Adam Troupe, Mr. Perry's Counsel, filed the Appellee response to Appellant objections with CRAB.

Regular Business:

Meeting called to order at 4:03 PM, Mary Alley Municipal Building, Lower Level Conf. Room

Minutes:

Motion made and seconded to approve the minutes of the March 7, 2017 meeting. **All in favor.**

Annual Statement:

Moved and seconded to approve the 2016 Annual Statement. **All in favor.**

Pension Technology Group (PTG) – Employee Self Service Portal (ESS) & Doc Scanning:

Stephan Georgacopoulos of PTG presented a demonstration of the PTG Employee Self Service Portal, an add-on to the software used by the Board to administer and maintain active member accounts as well as process and pay retiree pension payroll. The ESS would allow active members and retirees to access their individual information in the PTG system and perform a variety of tasks and processes for themselves; such as retirement estimates, check years of service and annuity savings account balances. The ESS Portal may alleviate the need to send Notices of Deposit to retirees as the document could be accessed through the portal.

The document scanning function would allow the office to become paperless although the records may still have to be maintained. All retirement forms (enrollment, beneficiary, retirement application, choice of option, etc.) would be scanned into the PTG system and catalogued by member.

There are costs associated with each function. ESS would be approximately \$2,150 annually (10% of the PTG annual cost). Document scanning is about 20% of the PTG annual cost or \$4,000 per year.

A survey will be set up on the Retirement website to get feedback from our members on the ESS Portal. The topic will be added to our June meeting agenda for additional discussion.

Motion made and seconded to adjourn at 5:25 PM. **All in favor.**

Next regular meeting:

Date: Monday, May 1, 2017

Time: 6:45 PM

Place: Veterans Middle School Performing Arts Center, 217 Pleasant Street, Marblehead, MA

Board Member Signatures:

Charles H. Gessner, Selectmen Appointee:

Alison Nieto, Ex-Officio:

Paul E Jalbert, Elected Member:

Jason R. Gilliland, Elected Member:

Robert F. Peck, Jr., Chairman/5th Member:
