

**AGENDA OF THE MEDFORD RETIREMENT BOARD MEETING HELD on
9-30-2024 at 9:30am in room 201 at Medford City Hall**

1. 9:30am Call meeting to order.
Board Members Present:

Others Present:
Mark Minervini, Executive Director

9:30am:
Scott Driscoll, NEPC
Brendan McDonough, GoldenTree

2. Reading of notice & certificate – Meeting Notice Posted on 9/12/2024
3. Reading of Previous Meeting by Secretary
4. Vote to approve the minutes of the Board meeting held on 8/28/2024

Vote to approve the executive session minutes of the Board meeting held on
8/28/2024

5. Bills, Communications, Refunds, Transfers, Payrolls, Etc.

Warrant S40	
Morgan Records - August 2024	52.22
Law Offices of Michael Sacco - August 2024	495.00
Mark Minervini - Vast Conference	26.28
Winchester Retirement Board - Trailing deductions Dan Stoneking	199.83
Arlington Retirement Board - Transfer Maureen Franzosa 9 months service	4,613.45
Malden Retirement Board - Transfer Duypaul Nguyen 6 years 5 months service	58,043.29
MTRS - Transfer Jillian Chernoble 2 years 4 months service	5,489.15
MTRS - Transfer Olivia Pereira 20 days service	504.67
Brockton Retirement Board - Transfer William Forte trailing deductions for retro pay	544.11
Tawana DeBaux - Refund	34,072.66
IRS - A/C DeBaux	8,518.16
Janet Ann Connors - Refund of excess deductions	310.97
IRS - A/C Connors	77.74
Mark Diskin - Refund of excess deductions	43.88
IRS - A/C Diskin	10.97
Jessica Gantz - Refund of excess deductions	83.75
IRS - A/C Gantz	20.94
Anthony Kodis - Refund of excess deductions	1,128.66
IRS - A/C Kodis	282.17
Kevin Krupcheck - Refund of excess deductions	200.81
IRS - A/C Krupcheck	50.20
Kyle Myrttil - Refund of excess deductions	473.44
IRS - A/C Myrttil	118.36
Cameron Quinlan - Refund of excess deductions	353.48
IRS - A/C Quinlan	88.37
David Rourke - Refund of excess deductions	681.34
IRS - A/C Rourke	170.33
Tiffani Russell - Refund of excess deductions	205.72

IRS - A/C Russell	51.43
Roud Sylvert - Refund of excess deductions	119.00
IRS - A/C Sylvert	29.75
PBI - Annual fee	2,000.00
Kingsbury Press - Pressure forms	315.00
Toshiba - September - October 2024	268.71
ProShred - August 2024	44.47
ProShred - September 2024	44.47
Ready Refresh - Water	37.14
M&T - July 2024	4,512.21
NEPC - 2024 Q3	21,250.00
Staff Salaries	5,406.35
Medicare	-
Massachusetts SUI	-
MA Health Ins/EMAC	-
Harpers Payroll Fee	-
Expense Total	150,938.48
Pension	1,702,007.52
Annuity	407,335.44
COLA	23,591.58
Retiree Payroll Total	2,132,934.54
Warrant S40 Total	2,283,873.02
Prior Warrants	
Schedule 36	5,530.88
Schedule 37	5,530.88
Schedule 38	7,799.76
Schedule 39	5,530.88
Reference Total	24,392.40
Grand Total Warrant S40 with Prior Warrants	2,308,265.42

6. Report of Chairman:

Wire Transmittal Letter Dated 9/18/2024 Transferring \$1,800,000 From M&T Bank to Brookline Bank.

This wire transfer was completed on 9/18/2024 by Mark Minervini to fund September 2024 expenses and pension payroll.

PRIT Confirmation Notice Dated 9/3/2024

Notifying the Board that a Private Equity Vintage Year Distribution of \$127,461.96 has been wired to M&T Bank on 9/3/2024.

PRIT Distribution Notice Dated 10/1/2024

PRIT Private Equity Vintage Year distribution notice notifying the Board that a distribution of \$85,341.97 will be wired to M&T Bank on 10/1/2024.

PERAC Memo #24/2024 – Tobacco Company List

July 2024 Reconciliation and Accounting Reports Review and Approval

August 2024 Reconciliation and Accounting Reports Review and Approval

July Accounting Reports Submitted to PERAC

PTG Software Issues and Excessive Downtime

Email from NEPC Regarding SEC Penalty

FY26 Appropriation Budget Review

7. Unfinished Business

8. New Business

New Employees:

Name	Unit	Position	Hire Date	FT/PT
James Williams	CTY	Tree Climber	8/12/2024	Full Time
Patrick Etienne	CTY	Parking Control Specialist	9/3/2024	Full Time
Thu Huong Nguyen	CTY	HR Admin	9/3/2024	Full Time
Joshua Hunter	CTY	Sanitarian	9/16/2024	Full Time
Elisabeth Basile	SCH	Paraprofessional	8/26/2024	Full Time
Deborah Hoehner	SCH	Paraprofessional	8/27/2024	Full Time
Seema Sood	SCH	Paraprofessional	8/26/2024	Full Time
Annamae Aurilio	SCH	Instructional support staff	8/26/2024	Full Time

9. Executive Session

10. Adjournment