

## Lawrence Retirement Board Meeting Minutes

March 29<sup>th</sup>, 2023 at 8:30 am

Meeting called to order at 8:43

Members Ceballos, Wilson, Wright and Cockroft were present.

### New Business:

An application for superannuation has been received from **Damaris Lara**, a 60-year-old School Café Worker with 22 years and 1 months of service. If approved, member will retire on March 7<sup>th</sup>, 2023, under an annual Option C allowance in the approximate amount of \$ 9,938.88.

*Diane Cockroft made a motion approve the Superannuation retirement of Damaris Lara. Motion was seconded by Robert Wilson. All were in favor 4-0*

**Victor Martinez**, DPW MEO, would like to purchase his temporary Lawrence DPW service. Mr. Martinez worked from 2/19/2010 – 05/14/2010. If allowed to purchase, Mr. Martinez will be credited 3 months of service at a cost of \$1,482.58. All payroll documents were verified via MUNIS.

*Diane Cockroft made a motion approve the Purchase of Service for Victor Martinez. Motion was seconded by Robert Wilson. All were in favor 4-0*

**PERAC Memo #4/2023 – COLA Notice** – Hearing to decide if the board wishes to grant a Cost of Living Increase (COLA) effective 7/1/2023 pursuant to Chapter 32, Section 103 c.

*Robert Wilson made a motion to grant the retirees a 3% Cost of Living increase on a \$14,000 base as of July 1, 2023 in accordance with Mass General Laws, Chapter 32, section 103 (i). Motion was seconded by Diane Cockroft. All were om favor 4-0.*

Member Ruiz entered meeting at 8:55

## School Department - 2% Retirement Payroll coding issue

Executive Director Gina Rizzo explained that an error was recently discovered with the School Department Payroll Coding in regards to the additional 2% retirement. The error has been occurring since inception of the 2% but has been much more pronounced recently with the uptick in school membership enrollment and the paraprofessionals now making over 30K. The error occurred with their 21 week employees. We were able to speak with the school payroll department who instructed their programmers to change the bi-weekly threshold for their 21 week employees. The payroll department has issued refunds for the 2023 2%, however we will need to refund the current employees going all the way back. There will also be retirees that will be refunded. It will not impact their current allowance since it 2% has no bearing on their salary calculation however it will impact the swing between pension and annuity. We are estimating that the current situation is impacting approximately 581 members and we will need to refund \$155,785 worth of deductions.

Member Wright asked if interest is given to the members.

Gina Rizzo explained that no error is given on payroll errors. Only if it impacts their pension.

*Diane Cockroft made a motion approve the release of the 2% member deductions withheld in error from the 21 week School Employees. Motion was seconded by Robert Wilson. All were in favor 5-0*

### Tabled Items:

**Coughlin** DALA appeal

**Wood** – CRAB appeal

**Bradley** – CRAB appeal

**M. Bistany** – CRAB appeal

### New Members:

Name	UNIT	Dept or Position	Group	Amount
Robles, Wilmer		POL	Police Officer	4
Stanisewski, Cameron		POL	Police Officer	4
Medvecky, Christian		POL	Police Officer	4
Alcantara, Jose		POL	Police Officer	4
Reyes, Ilialis		CTY	Grant Writer	1
Martinez, Joel		POI	Police Officer	4
Abreu, Richard		POI	Police Officer	4
Crow, Jordan		POI	Police Officer	4

Brioso Bautista, Sheisy	POI	Police Officer	4
Dilone-Baez, Arisleyda	CTY	Principal Accounts Clerk	1
Castro, William	CTY	Chief of Staff	1
Caceres, Carmen	SCH	Cafeteria Worker	1
Castillo, Jesus	SCH	IT Specialist	1
Davey, Jillian	SCH	Early Childhood Manager	1
Diaz, Christhanyely	SCH	Para	1
Garcia, Angel	SCH	Instructional Para	1
Neal, Dantae	SCH	Crisis Aide	1
Ortega, Eduvigis	SCH	Cafeteria Worker	1
Rocha, Madelyn	SCH	Lunch Aide	1
Rosario, Luis	SCH	College Service Associate	1
Ponce, Daython	SCH	52 Week Safety Officer	1
Valentin, Delvin	CTY	DPW HSPHMEO	1
Rosario, Jose	POL	Police Officer	4
Diaz, Luz	FIR	Clerk	1
Espejo, Carlos	CTY	Cemetery-Laborer	1
Merdita, Sabrina	SCH	BCBA	1
Torres, Quincy	CTY	Intake Specialist	1
Etunishe, Yohannes	POL	Call Taker	1
Matias, Santiago	CTY	DPW Parks & Streets Supervisor	1

*Diane Cockroft made a motion approve the New Members as submitted. Motion was seconded by Robert Wilson. All were in favor 5-0*

#### **Refunds:**

Melix Bonilla	SCH	CIA	1	\$5,308.24
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*Diane Cockroft made a motion approve the refunds as submitted. Motion was seconded by Robert Wilson. All were in favor 5-0*

#### **Monthly Expenses:**

Warrant # 03	Voucher # 76-111	\$ 292,530.20
Retiree End Checks		\$ 14,599.62

*Diane Cockroft made a motion approve the monthly expenses as submitted. Motion was seconded by Robert Wilson. All were in favor 5-0*

<b>Monthly pension payroll for March 31<sup>st</sup>, 2023</b>	<b>\$ 2,423,763.88</b>
<b>VOID</b>	<b>\$ -1,007.94</b>

*Diane Cockroft made a motion approve the monthly pension payroll as submitted. Motion was seconded by Robert Wilson. All were in favor 5-0*

Approval of the **February 28<sup>th</sup>, 2022 retirement board minutes** as submitted.


*Robert Wilson made a motion approve the February 28<sup>th</sup>, 2023 retirement board minutes as submitted. Motion was seconded by Diane Cockroft. All were in favor 5-0*

Copies of bank statements, cashbooks and investment reports and recent PERAC Memos are available for review. Warrants and vouchers are present for approval and review.

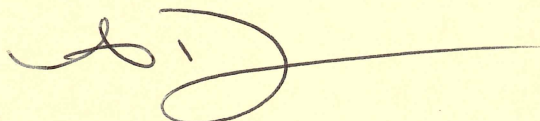
The next scheduled regular monthly board meeting will be held on Tuesday, April 25<sup>th</sup>, 2023 at 8:30 AM.

*Being no further business, Robert Wilson made a motion to adjourn at 9:06 AM, seconded by Diane Cockroft. All were in favor 5-0*

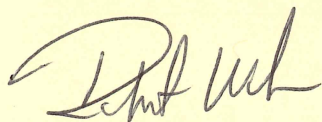
Respectfully submitted,



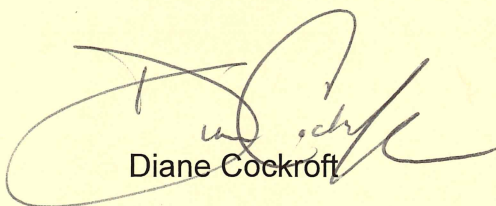
Ramona Ceballos, Chairman



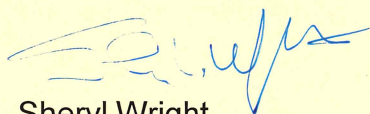
Gina Rizzo, Executive Director



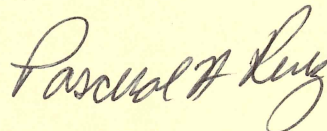
Robert Wilson



Diane Cockroft



Sheryl Wright



Pascual Ruiz