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Winthrop Contributory Retirement System Board Meeting
1 Metcalf Square, Winthrop, Massachusetts, Harvey Hearing Room
Minutes from the Meeting Held on July 30, 2024, 4:00 PM
Present Were: Karin Chavis Dylan Cook Dennis Boudrow
Not Present: Terence Delehanty Stephen Rogers

Chairwoman Chavis called the meeting to order at 4:04 PM. The Retirement Coordinator called the roll:
Karin Chavis – Present
Dylan Cook – Present
Dennis Boudrow – present
Terence Delehanty – not present
Stephen Rogers – not present

Welcome to the Board Stephen Rogers who won the election for the 3rd seat of the Retirement Board by a vote of 82-49.

Chairwoman Chavis stated the vote to approve the Retirement Board minutes for the meeting held on June 25, 2024, would be tabled until the August meeting.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow to approve the Retirement Board minutes for the meeting held on June 26, 2024. The motion passed unanimously.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve the Eastern Bank Statement and Reconciliation for June 2024 in the amount of \$217,288.60. The motion passed unanimously.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the Trial Balance, Cash Receipts, Cash Disbursements, General Ledger, and Adjustments for May and June 2024. The motion passed 3-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook to approve the Retirement System Warrant (Payroll, Accounts Payable, Investment transfers) for July 31, 2024, in the amount of \$550,426.00. The motion passed unanimously.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve the transfer of \$100,000, effective August 1, 2024, from PRIM to Eastern Bank to cover payroll and accounts payable for August 2024. The motion passed 3-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the acceptance of Patrick Feeley, effective July 15, 2024, at 9% + 2%, \$44,492.50, full time. Patrick is employed by the DPW as a laborer. The motion passed 3-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve James Freeman's Application for Voluntary Superannuation Option C, beneficiary Pamela Freeman, effective October 31, 2024. James was a police officer and has 25.250 years of creditable service. The motion passed 3-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve Kathryn Dixon's Application for Voluntary Superannuation Option B, effective September 1, 2024. Kathy was the Director for the Council on Aging and has 31.5833 years of creditable service. The motion passed 3-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow to approve .7500 year of creditable service that the Winthrop Retirement Board will accept upon full payment by Domenic Sanzone to the MWRA Retirement System. Domenic had taken a full refund of his accumulated deductions. He worked for the school department from *8/27/2021-5/27/2022. It was noted that the year was incorrect on the agenda, the correct year is stated above. The motion passed 3-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve 3 months of creditable service that the Winthrop Retirement Board will accept upon full payment by Roseann Mazzuchelli to the Melrose Retirement Board. Roseann worked for Parks & Recreation department from 2005 until June 2013 when she then became a member of the Winthrop Contributory Retirement as the Veterans Agent until her end date of July 5, 2022.

Year	#of hours worked/creditable service	Salary
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2005	70 hours – N/A, 2006 – 118 hours, N/A	
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2007	219 hours – one month creditable service	
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2008	154 hours – one month creditable service	
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2009	176 hours - one month creditable service	
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2010	61 hours- N/A, 2011- 15 hours-N/A, 2012 – 79.5 hours-N/A, 2013 30 hours prior to entering system, N/A	
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The motion passed 3-0.

Old Business

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow to open the discussion on the vote to change the Supplemental Guidelines as it relates to Cafeteria Employees. The motion passed 3-0. Board member Cook stated he had a discussion with the superintendent to include stronger language in the cafeteria hire letters, stating that they would work 19.5 hours per week, with a potential for new negotiations to offer them a higher hourly rate. Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to table the matter until the August meeting. The motion passed unanimously.

Winthrop Creditable Service Regulation

Any individual who is permanently employed twenty (20) or more hours per week by the Town of Winthrop or the Winthrop Housing Authority shall become a member of the Winthrop Retirement System ("System"). For the purpose of this regulation, for Winthrop Public School employees, "permanently employed 20 or more hours per week" shall mean that the employee is paid for at least 20 hours each and every week during the school year, with the exception of vacation weeks during the school year, and during the summer months when school is not in session. In addition to the foregoing, an individual or elected official must earn at least \$5,000 per year in regular compensation and/or be hired with a salary rate that equals or exceeds \$5,000 per year to be eligible for membership in the System. For example, if an employee is hired on December 1st, is guaranteed at least 20 hours per week and is guaranteed a salary of \$30,000, that employee will not receive \$5,000 in that calendar year but will be eligible for membership in the System because the annual salary rate is at least \$5,000 per year.

New Business

The Retirement Coordinator stated that Dennis Boudrow was the only person to submit nomination papers. Voted on a motion by Dylan Cook, seconded by Karin Chavis, to declare Dennis Boudrow the Fourth member of the Winthrop Retirement System. The motion passed 3-0.

Administrators Announcements:

COLA increases effective July 1, 2024, are reflected in this month's retirement allowances

PERAC Memo #17/2024 3rd Quarter Board Member Training was emailed to the Board on July 8, 2024

The next meeting is scheduled for August 27, 2024, at 4:00 PM in the Harvey Room.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow to adjourn at 4:26 PM. The motion passed 3-0.

Dylan Cook



Karin Chavis



Dennis Boudrow

Terence Delehanty

Stephen Rogers