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Winthrop Contributory Retirement System Board Meeting
1 Metcalf Square, Winthrop, Massachusetts, Harvey Hearing Room
Minutes from the meeting held on September 23, 2025, 4:00 PM
Present Were: Karin Chavis Stephen Rogers Dylan Cook Dennis Boudrow
Not Present: Terence Delehanty

Chairwoman Chavis called the meeting to order at 4:00 PM. The Retirement Coordinator called the roll:

Karin Chavis – Present
Dylan Cook – Present
Stephen Rogers – Present
Dennis Boudrow – Present

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve the meeting minutes from the August 19, 2025, meeting. The motion passed 4-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve the Executive Session meeting minutes from the August 19, 2025, meeting. The motion passed 4-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve the meeting minutes from the August 14, 2025, meeting. The motion passed 4-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the Eastern Bank Statement and Reconciliation for August 2025 in the amount of \$3,533,837.04. The motion passed 4-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the Retirement System Warrant (Payroll, Accounts Payable, Investment transfers) for September 30, 2025, in the amount of \$475,140.36. The motion passed 4-0.

Retirement Coordinator, Barbara O'Brien, confirmed that it was not necessary to transfer funds, effective October 1, 2025, from PRIM to Eastern Bank to cover payroll and accounts payable for October 2025. No action was taken by the Board.

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 July 2025. The motion passed 4-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the acceptance of Joao Medeiros, effective August 25, 2025 at 9% + 2%, \$29,419.00. Joao is a custodian for Winthrop Public Schools. The motion passed 4-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to approve the acceptance of Sarah Casaletto, effective August 26, 2025 at 9% + 2%, \$30,673.00. Sarah is an ESP for Winthrop Public Schools. The motion passed 4-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the acceptance of Gianna Knapp, effective August 26, 2025 at 9% + 2%, \$29,419.00. Gianna is an ESP for Winthrop Public Schools. The motion passed 4-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the acceptance of Marcy Emanuele, effective August 26, 2025 at 9% + 2%, \$40,786.00. Marcy is an ABA Technician for Winthrop Public Schools. The motion passed 4-0.

Voted on a motion by Dennis Boudrow, seconded by Dylan Cook, to approve the acceptance of Barbara O'Brien, effective September 15, 2025 at 9% + 2%, \$130,000.00. Barbara is the Retirement Coordinator. The motion passed 4-0.

Old Business

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to offer the contract for legal services to Sacco & Collins, P.C. The motion passed 4-0.

Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to offer the contract to provide legal services, on an as needed basis, in the event a conflict of interest arises with the Board's current primary legal representation (Sacco & Collins, P.C.), to Murphy, Hesse, Toomey & Lehane, LLP. The motion passed 4-0.

New Business

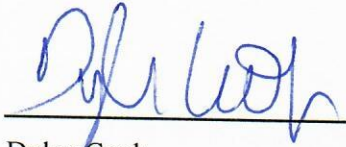
Chairwoman Chavis stated that Retirement Coordinator, Barbara O'Brien, will keep track of her time off and will provide that information to Chairwoman Chavis at the end of each year.

Chairwoman Chavis stated that at next month's meeting, she would like to have a discussion regarding requesting Town Council approval of an increase in the COLA base from \$14,000 to \$16,000.

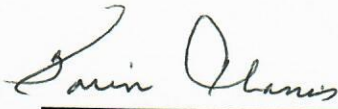
Administrators Announcements:

The next meeting is scheduled for October 28, 2025 at 4:00 PM.

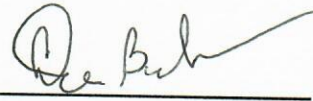
Voted on a motion by Dylan Cook, seconded by Dennis Boudrow, to adjourn at 4:35 P.M. The motion passed 4-0.



Dylan Cook



Karin Chavis



Dennis Boudrow



Terence Delehanty



Stephen Rogers