

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

A meeting of the Massachusetts Port Authority Employees' Retirement Board was held at the offices of the Massachusetts Port Authority Employees' Retirement System, One Harborside Drive, East Boston, MA 02128-2909, on Thursday, March 31, 2016. The following members of the Board were present:

James S. Hoyte, Chairman
Michael A. Grieco, Vice Chairman
Philip H. Mallett, Board Member (via teleconference)
John P. Prankevicius, Treasurer-Custodian
Betsy Taylor, Board Member

Also present were:

Irene Moran, Director of Retirement
Laura Barbosa, Retirement Member Services Specialist
Nancy Bournival, MPAERS Controller
Lynn Fullerton, Retirement Board Coordinator
Scott Merrill, Legal Counsel
John Affuso, Massport Senior Legal Counsel

1. **Open Meeting**

Chairman Hoyte opened the meeting at 9:16 a.m.

Chairman Hoyte informed the Board that Member Mallett requested permission to participate in the March 31, 2016 meeting remotely because he would be unable to be physically present due to his geographical location. Chairman Hoyte confirmed that Member Mallett's remote participation was authorized in accordance with 940 CMR 29.10, the remote participation section of the Attorney General's Open Meeting Law regulations.

Robert Mahoney and N. Brock Romano joined the meeting at 9:17 a.m.

2. **Roll Call**

Ms. Moran read a roll call:

Member Hoyte "Here".
Member Grieco "Here".
Member Mallett "Here".
Member Prankevicius "Here".
Member Taylor "Here".

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

3. Public Comments

There were no public remarks.

4. KPMG

KPMG was represented by:

Robert Mahoney
N. Brock Romano

Mr. Romano presented KPMG's Required Communications including MPAERS audit results as well as Financial Statements for the years ended December 31, 2015 and 2014. Mr. Mahoney reviewed the significant audit areas and noted an unmodified opinion of the MPAERS' financial statements. Mr. Mahoney noted that KPMG would also be presenting an audit report on the GASB 67 and 68 schedules to the Board in April. Member Pranckevicius requested, in keeping with audit review standards and the board's annual protocol, that staff exit the meeting for further board discussion.

Ms. Moran, Ms. Barbosa, Ms. Bournival, and Ms. Fullerton exited the meeting at 9:51 a.m. and returned at 9:56 a.m.

Mr. Mahoney and Mr. Romano left the meeting at 9:56 a.m.

5. Ratification and Approval of Minutes of the Board Meeting held on February 29, 2016

Upon a motion duly made and seconded, it was:

VOTED: To ratify and approve the Minutes of the Board Meeting held on February 29, 2016.

Ms. Moran read a roll call:

Member Hoyte "Yes".
Member Grieco "Yes".
Member Mallett "Yes".
Member Pranckevicius "Yes".
Member Taylor "Yes".

6. Ratification and Approval of Investments for the Month of February 2016

The schedule of investments, buys and sells, for the month of February 2016 was presented to the Board for ratification.

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

Upon a motion duly made and seconded, it was:

VOTED: To ratify the investments as previously authorized by the Board, for the month of February 2016 as shown on the schedule submitted by State Street Bank and Trust, schedule attached.

Ms. Moran read a roll call:

Member Hoyte "Yes".
Member Grieco "Yes".
Member Mallett "Yes".
Member Pranckevicius "Yes".
Member Taylor "Yes".

7. **Approval of March Vouchers listed below:**

The Director presented March vouchers with attachments for approval, please see attached warrant report for detail.

Funds Wired to Bank of America on 03/30/16	\$2,350,932.20	Retiree Payroll
Funds Wired to Massport Payroll Account on 03/30/16	\$ 43,700.15	
Funds Wired to State Street Checking on 03/30/16	\$ 357,961.45	
Funds Wired to Bank of America Checking on 03/30/16	\$ 21,234.57	Lease
Total	----- \$2,773,828.37	

Following a review of the vouchers on the attached warrant report and upon a motion duly made and seconded, it was:

VOTED: That March Vouchers are hereby approved in the total amount of \$2,773,828.37.

RESOLVED FURTHER: That the Treasurer-Custodian is hereby authorized to make payment upon the aforesaid vouchers.

Ms. Moran read a roll call:

Member Hoyte "Yes".
Member Grieco "Yes".
Member Mallett "Yes".
Member Pranckevicius "Yes".
Member Taylor "Yes".

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

8. Approval of Replacement Plan Voucher:

The Director presented the March Replacement Plan voucher with attachments for approval, please see attached warrant report for detail.

Funds Wired to State Street Checking on 3/30/16	\$	1,699.20
Total	\$	1,699.20

Following a review of the voucher on the attached warrant report and upon a motion duly made and seconded, it was:

VOTED: That the March Replacement Plan Voucher is hereby approved in the total amount of \$1,699.20.

RESOLVED FURTHER: That the Treasurer-Custodian is hereby authorized to make payment upon the aforesaid voucher.

Ms. Moran read a roll call:

- Member Hoyte "Yes".
- Member Grieco "Yes".
- Member Mallett "Yes".
- Member Prankevicius "Yes".
- Member Taylor "Yes".

9. Vote to Approve March Retirements

- **Superannuation Retirement – Ronald P. McCarron**

The Director of Retirement presented the Superannuation Retirement Application of Ronald P. McCarron, HVAC Mechanic, Group 1, in the Building Maintenance unit of the Aviation department at Logan Airport.

Upon a motion duly made and seconded, it was:

VOTED:

WHEREAS, Ronald P. McCarron, HVAC Mechanic, Group 1, in the Building Maintenance unit of the Aviation department at Logan Airport, currently age 62 years with 10 years of creditable service, has applied for Superannuation Retirement, Option A, under the provisions of M.G.L. Chapter 32.

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

WHEREAS, Ronald P. McCarron has been found upon investigation by the Director of Retirement to qualify for such retirement, effective on April 1, 2016.

NOW, THEREFORE, To approve the application for Superannuation Retirement, Option A, under the provisions of M.G.L. Chapter 32, of Ronald P. McCarron, HVAC Mechanic, Group 1, in the Building Maintenance unit of the Aviation department at Logan Airport, currently age 62 years with 10 years of creditable service effective on April 1, 2016 subject to certification to be issued by the Commonwealth of Massachusetts Division of Public Employee Retirement Administration Commission.

Ms. Moran read a roll call:

Member Hoyte "Yes".
Member Grieco "Yes".
Member Mallett "Yes".
Member Pranckevicius "Yes".
Member Taylor "Yes".

- **Superannuation Retirement – Jeannette Robinson-Yard**

The Director of Retirement presented the Superannuation Retirement Application of Jeannette Robinson-Yard, Airport Operations Shift Manager, Group 1, in the Operations unit of the Aviation department at Logan Airport.

Upon a motion duly made and seconded, it was:

VOTED:

WHEREAS, Jeannette Robinson-Yard, Airport Operations Shift Manager, Group 1, in the Operations unit of the Aviation department at Logan Airport, currently age 61 years with 36 years, 4 months of creditable service, has applied for Superannuation Retirement, Option C, under the provisions of M.G.L. Chapter 32.

WHEREAS, Jeannette Robinson-Yard has been found upon investigation by the Director of Retirement to qualify for such retirement, effective on April 1, 2016.

NOW, THEREFORE, To approve the application for Superannuation Retirement, Option C, under the provisions of M.G.L. Chapter 32, of Jeannette Robinson-Yard, Airport Operations Shift Manager, Group 1, in the Operations unit of the Aviation department at Logan Airport, currently age 61 years with 36 years, 4 months of creditable service effective on April 1, 2016 subject to certification to be issued by the Commonwealth of Massachusetts Division of Public Employee Retirement Administration Commission.

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

Ms. Moran read a roll call:

Member Hoyte "Yes".
Member Grieco "Yes".
Member Mallett "Yes".
Member Prankevicius "Yes".
Member Taylor "Yes".

10. **Vote to Approve Accidental Death Benefit**

• **Accidental Death Benefit – Jacqueline Wilson**

The Director of Retirement presented the Accidental Death Benefit Application of Jacqueline Wilson, beneficiary of Herbert Lee Wilson, III.

Upon a motion duly made and seconded, it was:

VOTED: That the Board shall go into Executive Session for consideration of the Accidental Death Benefit Application of Jacqueline Wilson, beneficiary of Herbert Lee Wilson, III, and will reconvene in public session following consideration of this item.

Ms. Moran read a roll call:

Member Hoyte voted "Yes"
Member Grieco voted "Yes"
Member Mallett voted "Yes"
Member Prankevicius voted "Yes"
Member Taylor voted "Yes"

Upon a roll call in the Executive Session, the Board reconvened to public session at 10:20 a.m.

Upon a motion duly made and seconded, it was:

VOTED:

WHEREAS, Herbert Lee Wilson, III was retired for Accidental Disability Retirement under the provisions of M.G.L. Chapter 32, § 7; and,

WHEREAS, The Massachusetts Port Authority Employees' Retirement Board has found that the death of Herbert Lee Wilson, III was caused by the same factors for which he was found to be entitled to Accidental Disability Retirement; and,

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

WHEREAS, Jacqueline Wilson is his beneficiary and found to be otherwise entitled to benefits under § 9 of said Chapter 32;

WHEREAS, at their meetings on December 17, 2015, January 28, 2016 and February 29, 2016 the Board tabled the vote on the Accidental Death Benefit until March 31st;

IT IS HEREBY VOTED:

To grant Jacqueline Wilson, beneficiary of Herbert Lee Wilson, III, an Accidental Death Benefit pursuant to M.G.L. Chapter 32, § 9, subject to certification to be issued by the Commonwealth of Massachusetts, Division of Public Employee Retirement Administration Commission.

Ms. Moran read a roll call:

Member Hoyte voted "Yes"
Member Grieco voted "Yes"
Member Mallett voted "Yes"
Member Prankevicius voted "Yes"
Member Taylor voted "Yes"

11. Director's Report

Contract terms discussion follow-up

Ms. Moran recalled discussion from the last meeting with regard to the expiration of certain service providers' contracts. She distributed a memo to the Board that included a list of service providers, contract expiration dates and a proposed procurement schedule. She also noted that the terms of these contracts do not provide any flexibility with regard to renewal or extension and therefore the procurement timeframes have to occur within the current calendar year. Ms. Moran further noted that as most of the procurements are for investment services, Wilshire as the board's consultant will be highly involved in the process. Discussion ensued as to whether the full board or a subcommittee acting on behalf of the board would perform, in conjunction with Wilshire, the first round of the due diligence process for these investment services procurements. Ms. Moran suggested and the board agreed that further discussion would occur during the April board meeting when Wilshire is present.

Stone Consulting 1/1/16 preliminary valuation results at April 29th meeting

12. New Business

Carroll Appeal

Mr. Merrill gave a brief overview of Paul Carroll's group classification appeal request to the Board. He noted that the MPAERS decision has been upheld throughout this process and that he received notification from

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

Mr. Carroll that he filed an appeal to CRABs decision, however; the appeal is untimely. Mr. Merrill noted that he would keep the Board posted of any new developments.

13. **Adjournment**

Upon a motion duly made and seconded, it was:

VOTED: To adjourn the meeting at 10:50 a.m.

Ms. Moran read a roll call:

Member Hoyte "Yes".
Member Grieco "Yes".
Member Mallett "Yes".
Member Prankevicius "Yes".
Member Taylor "Yes".

14. **Documents and Exhibits**

Agenda – March 31, 2016
Cash Disbursements 03/01/2016 – 03/31/2016 and Warrant Number 03/2016 AP
Minutes – February 29, 2016
KPMG Audit Results – December 31, 2015
Wilshire Monthly Performance Summary – February 29, 2016
Aberdeen Monthly Monitor
MPAERS Fund Composite – February 2016
Retiree and Survivor Payroll Reconciliation – March 2016
Bank of America Checking Account Reconciliation – February 2016
State Street Bank Checking Account Reconciliation – February 2016
State Street Bank Replacement Plan Checking Account Reconciliation – February 2016
2015 Section 3(8)(c) Receivables
Contract terms memorandum

**Massachusetts Port Authority
Employees' Retirement System
Board Meeting Minutes
March 31, 2016**

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Chairman

Michael A. Grieco
Vice Chairman

Philip H. Mallett
Board Member

John P. Prankevicius
Treasurer-Custodian

Betsy Taylor
Board Member

Irene Moran
Director of Retirement