

**Massachusetts Port Authority  
Employees' Retirement System  
Board Meeting Minutes  
May 29, 2020**

A meeting of the Massachusetts Port Authority Employees' Retirement Board was held by conference call on Friday, May 29, 2020 pursuant to the procedures set out in the Governor's emergency order dated March 12, 2020. The following members of the Board were present:

James S. Hoyte, Chairman  
Michael A. Grieco, Vice Chairman  
Michael P. O'Brien, Board Member  
John P. Prankevicius, Treasurer-Custodian  
Betsy Taylor, Board Member

Also present were:

Irene Moran, Director of Retirement  
Kathryn Arazi, Retirement Board Coordinator  
Laura S. Barbosa, Retirement Member Services Specialist  
Nancy Bournival, MPAERS Controller  
Richard Heidlage, Massport Senior Legal Counsel, Retirement  
John Affuso, Massport Senior Legal Counsel, Transactions

Also in attendance were:

Walter Foster, Esq., Eckert Seamans Cheron and Mellott, LLC  
Trevin Schmidt, Esq., Eckert Seamans Cheron and Mellott, LLC  
Diane Witkowski, Member's spouse  
Jan P. Witkowski, Member

1. **Open Meeting**

Chairman Hoyte opened the meeting at 9:05 a.m.

Chairman Hoyte noted that this meeting was held entirely by remote participation pursuant to the procedures set out in the Governor's emergency order dated March 12, 2020.

2. **Roll Call**

Ms. Moran read a roll call:

Member Hoyte "Here".  
Member Grieco "Here".  
Member O'Brien "Here".  
Member Prankevicius "Here".  
Member Taylor "Here".

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**3. Public Comments**

There were no public comments.

**4. Jan Witkowski ADR**

The Director of Retirement will present the Accidental Disability Retirement Application of Jan Witkowski, former Terminal C Manager.

Mr. Heidlage asked if Mr. Witkowski wanted the hearing to be held in public or executive session. Mr. Foster requested, on behalf of Mr. Witkowski, that the hearing be held in executive session.

Upon a motion duly made and seconded, it was:

**VOTED:** That the Board shall go into Executive Session for consideration of the Accidental Disability Retirement Application of Jan P. Witkowski 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 O'Brien voted "Yes".  
Member Prankevicius "Yes".  
Member Taylor "Yes".

Upon a roll call in the Executive Session, the Board reconvened to public session at 9:14 a.m.

Upon a motion duly made and seconded, it was:

**VOTED:** To deny the application for accidental disability retirement of Jan Witkowski pursuant to the proposed vote set forth in the executive session.

Ms. Moran read a roll call:

Member Hoyte voted "Yes".  
Member Grieco voted "Yes".  
Member O'Brien voted "Yes".  
Member Prankevicius "Yes".  
Member Taylor "Yes".

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**5. Ratification and Approval of Minutes of the Board Meeting held on April 30, 2020**

Upon a motion duly made and seconded, it was:

**VOTED:** To ratify and approve the Minutes of the Board Meeting held on April 30, 2020.

Ms. Moran read a roll call:

Member Hoyte voted "Yes".  
Member Grieco voted "Yes".  
Member O'Brien voted "Yes".  
Member Prankevicius "Yes".  
Member Taylor "Yes".

**6. Ratification and Approval of Investments for the Month of April 2020**

The schedule of investments, buys and sells, for the month of April 2020 was presented to the Board for ratification.

Upon a motion duly made and seconded, it was:

**VOTED:** To ratify the investments as previously authorized by the Board, for the month of April as shown on the schedule submitted by People's United Bank, schedule attached.

Ms. Moran read a roll call:

Member Hoyte voted "Yes".  
Member Grieco voted "Yes".  
Member O'Brien voted "Yes".  
Member Prankevicius "Yes".  
Member Taylor "Yes".

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

The Director presented May vouchers with attachments for approval; please see attached warrant report for detail:

Funds Wired to Bank of America on 5/28/2020	\$ 3,089,760.06	Retiree Payroll
Funds Wired to Massport Payroll Account on 5/28/2020	\$ 52,795.83	
Funds Wired to People's United Checking on 5/28/2020	\$ 54,585.73	

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Funds Wired to Bank of America Checking on 5/28/2020	\$	23,719.07	Lease
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Total		\$ 3,220,860.69	

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

**VOTED:** That May Vouchers are hereby approved in the total amount of \$3,220,860.69.

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

Ms. Moran read a roll call:

- Member Hoyte voted "Yes".
- Member Grieco voted "Yes".
- Member O'Brien voted "Yes".
- Member Prankevicius "Yes".
- Member Taylor "Yes".

**8. Vote to Approve Pending Retirements**

- **Superannuation Retirement – Robert J. DeFlaminis Jr.**

The Director of Retirement presented the Superannuation Retirement Application of Robert J. DeFlaminis Jr., Assistant Chief, Maritime Security, Group 2, in the Security Services unit of the Maritime department at the Fish Pier.

Upon a motion duly made and seconded, it was:

**VOTED:**

**WHEREAS**, Robert J. DeFlaminis Jr., Assistant Chief, Maritime Security, Group 2, in the Security Services unit of the Maritime department at the Fish Pier, currently age 62 years with 17 years and 9 months of creditable service, has applied for Superannuation Retirement, Option C, under the provisions of M.G.L. Chapter 32.

**WHEREAS**, Robert J. DeFlaminis Jr., has been found upon investigation by the Director of Retirement to qualify for such retirement, effective on June 1, 2020.

**NOW, THEREFORE**, To approve the application for Superannuation Retirement, Option C, pending the outcome of the accidental disability retirement application, under the provisions of M.G.L. Chapter 32, of Robert J. DeFlaminis Jr., Assistant Chief, Maritime Security, Group 2, in the Security Services unit of the Maritime department at the Fish Pier, currently age 62 years with 17 years and 9 months of creditable service, effective on June 1, 2020 subject to

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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 O'Brien voted "Yes".  
Member Prankevicius "Yes".  
Member Taylor "Yes".

- **Superannuation Retirement – Ralph Luongo**

The Director of Retirement presented the Superannuation Retirement Application of Ralph Luongo, Contract Specialist, Group 1, in the Capital Programs department at the Logan Office Center.

Upon a motion duly made and seconded, it was:

**VOTED:**

**WHEREAS**, Ralph Luongo, Contract Specialist, Group 1, in the Capital Programs department at the Logan Office Center, currently age 62 years with 36 years and 8 months of creditable service, has applied for Superannuation Retirement, Option C, under the provisions of M.G.L. Chapter 32.

**WHEREAS**, Ralph Luongo, has been found upon investigation by the Director of Retirement to qualify for such retirement, effective on June 1, 2020.

**NOW, THEREFORE**, To approve the application for Superannuation Retirement, Option C, under the provisions of M.G.L. Chapter 32, of Ralph Luongo, Contract Specialist, Group 1, in the Capital Programs department at the Logan Office Center, currently age 62 years with 36 years and 8 months of creditable service, effective on June 1, 2020 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 O'Brien voted "Yes".  
Member Prankevicius "Yes".  
Member Taylor "Yes".

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9. **Director's Report**

Draft CAFR distributed

Ms. Moran noted that a CAFR draft had been previously emailed to the Board with a request that comments be sent back by Friday, June 5, 2020. She further noted that this would be the first year that the CAFR would be submitted to the GFOA electronically.

30 Day COLA notice to the Authority on May 22<sup>nd</sup>

Ms. Moran noted that a vote to approve the July 1, 2020 COLA would be on the June 25, 2020 agenda.

Draft budget to be distributed by June 15<sup>th</sup>

Ms. Moran reported that a budget draft would be distributed to the Board by mid-June for consideration at the June 25, 2020 meeting.

10. **New Business**

There was no new business.

11. **Adjournment**

Upon a motion duly made and seconded, it was:

**VOTED:** To adjourn the meeting at 9:29 p.m.

Ms. Moran read a roll call:

Member Hoyte "Yes".  
Member Grieco "Yes".  
Member O'Brien "Yes".  
Member Pranckevicius "Yes".  
Member Taylor "Yes".

12. **Documents and Exhibits**

Agenda – May 29, 2020

Cash Disbursements 05/01/2020 – 05/31/2020 and Warrant Number 05/2020 AP

Cash Disbursements Warrant – Warrant Number 05/2020 AP

Wilshire Associates – Monthly Investment Summary, April 30, 2020

Regular Meeting Minutes – April 30, 2020

MPAERS Fund Composite – April 2020

Retiree and Survivor Payroll Reconciliation – May 2020

People's United Bank Checking Account Reconciliation – April 2020

People's United Bank Replacement Plan Checking Account Reconciliation – April 2020

Bank of America Checking Account Reconciliation – April 2020

2019 Section 3(8)(c) Receivables – May 2020

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Trial Balance – 1/1/2020 – 3/31/2020

Cash Disbursements Report – 3/1/2020 – 3/31/2020

Cash Receipts Report – 3/1/2020 – 3/31/2020

Adjustments Report – 3/1/2020 – 3/31/2020

30-Day COLA Notice to the Authority – May 22, 2020

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James S. Hoyte  
Chairman

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Michael A. Grieco  
Vice Chairman

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Michael P. O'Brien  
Board Member

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John P. Prankevicius, CPA  
Treasurer-Custodian

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Betsy Taylor  
Board Member

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Irene Moran  
Director of Retirement