

A regular meeting of the Retirement Board was held remotely via WebEx on Wednesday November 25, 2020 at 3PM Per Governor Bakers Executive Order on Remote Participation & Remote Conduct for Open Meetings. The Board will be voting per roll call vote.

Board Members confirmed their presence via roll call Wayne Marquis “here”; Joe Collins “here”; Heather Varney “here”; Mike Hagan “here”; Steve Swanson “here”.

Others verbally confirmed their presence: Rodney Conley (Director of Admin. and Finance); Susan Little (Retirement Manager); Isabelle Eckel (Investment Consultant); Cliff White (Investment Consultant); Zachary Fentross, Auditor with Melanson CPA.

It was noted there was a call-in listener from the public.

Wayne Marquis, Chairman read the Town of Danvers script for remotely conducted open meetings.

The Board unanimously approved the minutes of the November 25, 2020 meeting (**Vote: Steve Swanson motioned with Joe Collins seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

The Board unanimously approved the executive minutes of the November 25, 2020 meeting (**Vote: Mike Hagan motioned with Joe Collins seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

The Board unanimously approved the October Cashbooks (**Vote: Joe Collins motioned with Mike Hagan seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

The bills payable warrants were unanimously approved (**Vote: Joe Collins motioned with Steve Swanson seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

December Payroll	\$1,091,734.74
December Expenses	\$ 67,651.66

Zackary Fentross, CPS with Melanson presented a review of the 2019 Retirement Audit. Zack explained that the audited numbers re used in the Town CAFR. There was no management letter, no recommendations and the audit was clean. The Board unanimously accepted the audit on file (**Vote: Steve Swanson motioned with Joe Collins seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

Purchases were unanimously accepted (**Vote: Mike Hagan motioned with Steve Swanson seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

Sales were unanimously accepted (**Vote: Heather Varney motioned with Joe Collins seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

SECURITIES PURCHASED:

BMO December

<u>1428</u>	<u>Associated Banc-Corp</u>	<u>1789</u>	<u>Penn Virginia Corp</u>
<u>172</u>	<u>Central Garden & Pet Co</u>	<u>1591</u>	<u>Photronics nc</u>
<u>357</u>	<u>Employers Holdings Inc</u>	<u>295</u>	<u>Plexus Corp</u>
<u>2114</u>	<u>Golden Entertainment Inc</u>	<u>2470</u>	<u>Properto Holding Corp</u>
<u>4176</u>	<u>Goodyear Tire & Rubber Co</u>	<u>823</u>	<u>Ryder System Inc</u>
<u>940</u>	<u>H&E Equipment Service Inc</u>	<u>3375</u>	<u>Solaris Oilfield Infrastructure</u>
<u>863</u>	<u>MSG Networks Inc</u>	<u>1603</u>	<u>Stag Industrial Inc</u>
<u>195</u>	<u>Masonite International Corp</u>	<u>1179</u>	<u>Standard Motor Products Inc</u>
<u>1348</u>	<u>Matrix Service Co</u>	<u>4244</u>	<u>Tanger Factory Outlet Centers</u>
<u>2924</u>	<u>Modine Manufacturing Co</u>	<u>2159</u>	<u>Trustmark Corp</u>
<u>2437</u>	<u>Movado Group Inc</u>	<u>2255</u>	<u>Washington Federal Inc</u>
<u>5996</u>	<u>Newmark Group Inc</u>	<u>379</u>	<u>World Fuel Services Inc</u>
<u>5285</u>	<u>Now Inc</u>		

Eagle December

<u>35</u>	<u>Alphabet Inc Cl-C</u>	<u>593</u>	<u>Microsoft Corp</u>
<u>1141</u>	<u>Comcast Corp</u>		

SECURITIES SOLD:

BMO December

<u>3184</u>	<u>Foundation Building Materials</u>	<u>907</u>	<u>Sleep Number Corp</u>
<u>472</u>	<u>HCI Group Inc</u>	<u>1227</u>	<u>Spire Inc</u>
<u>141</u>	<u>Integer Holdings Corp</u>	<u>585</u>	<u>Stepan Co</u>
<u>4659</u>	<u>Liberty Oilfield Services Inc</u>	<u>141</u>	<u>Stifel Financial Corp</u>
<u>1874</u>	<u>MTS Systems Corp</u>	<u>479</u>	<u>Surgery Partners Inc</u>
<u>528</u>	<u>Murphy USA Inc</u>	<u>1735</u>	<u>Sykes Enterprises Inc</u>
<u>1620</u>	<u>Natural Grocers By Vitamin Cottage</u>	<u>1341</u>	<u>Waddell & Red Financial Inc</u>
<u>262</u>	<u>Preferred Bank/Los Angeles CA</u>	<u>290</u>	<u>Walker & Dunlop</u>
<u>4095</u>	<u>Sally Beauty Holdings Inc</u>	<u>1912</u>	<u>Zions Bancorp NA</u>

The Board unanimously approved the following new members:

Lauren Breen, Teacher Aide-Smith; Start date: 11/23/2020 (replaces Nicole Cusolito)
Bayron Contreras, Teacher Aide-DHS; Start date: 09/23/2020 (new position)

Julie David, Teacher Aide-HRMS; Start date: 09/16/2020 (Replaces Diana Menezes)
Kaela Hanlon, Teacher Aide-HRMS; Start date: 09/02/2020 (Replaces Leah Walsh)
Melanie Marble, Computer Aide-Great Oak; Start date: 11/16/2020 (Replaces Deb Rubano)
Lina Martinez Amador, Behavior Technician-Great Oak; Start date: 11/03/2020 (Replaces Tracy Keen)
Thomas Milius, Teacher Aide-DHS; Start date: 09/22/2020 (New Position)
Jill Paddol, Teacher Aide-HRMS; Start date: 10/05/2020 (replaces Allyson Nowack)
Morgan Sitarz, Asst. Athletic Director-DHS; Start date: 07/01/2020 (replaces Colette Hennesey)
James K. Sullivan, Director of Technology-DHS; Start date: 11/16/2020 (replaces Jeff Liberman)
(Vote: Steve Swanson motioned with Joe Collins seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”).

The Board noted with sympathy the passing of:

Nellie DeWitt, Retired Hunt Hospital Nurse; died 10/07/2020

Jean Merrill, Retired Human Resource Dept. employee, died 12/24/2020

Alyce Winfisky, Retired Hunt and School Nurse; died 12/13/2020

The Board unanimously approved the retirement of:

Kevin Foster, Water Dept. Superannuation Opt. C effective 2/6/2021 (age 60 with 40 yrs. 5 mons. C/S).

Pat Ambrose, Police Chief, Superannuation Opt. C effective 1/9/2021 (Age 57 with 35 yrs. 9 mons. C/S)

(Vote: Joe Collins motioned with Steve Swanson seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”).

The Board unanimously approved the transfer of:

Trans. to Newton Retirement fbo **Samantha Standley**, totaling \$1,279.72 with 5 mons C/S (School Employee).

Trans. to MTRS fbo **Erin McElroy**, totaling \$6,893.53 with 3 yrs. 11 mons C/S (School Employee).

(Vote: Joe Collins motioned with Mike Hagan seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”).

Approvals received from PERAC: **Mary Beth Abbott; Shirley Harris; Lynda Gotts.**

The Board unanimously approved the following refunds:

Mark Zuberek, direct rollover totaling \$1,608.65 with 6 years of C/S.

Jarhon Giddings, direct rollover totaling \$8,428.60 with 2 yrs. 11 months of C/S.

Tracey Ganiatsos, refund of deductions (member not a member) totaling \$264.45.

(Vote: Joe Collins motioned with Steve Swanson seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”).

Rodney Conley reviewed items of interest with the Board:

Rodney informed the Board of the 2021 post retirement public employment earnings waiver for superannuation retirees; reminded Board member of the annual training requirement.

The Board took out of order item #20. Rodney reviewed the 2022 Retirement Budget. The Board unanimously approved the budget as written. (**Vote: Heather Varney motioned with Steve Swanson seconding and the Board unanimously approving via roll call vote: Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

Cliff White and Isabelle Eckel of Morgan Stanley Graystone updated the Board on portfolio performance/investment policy and other items of interest. Cliff provided an overview of the economy and markets. He explained March – September, only a few stocks doing well, all were COVID-19 related. Isabelle advised the portfolio is in full compliance with the Investment Policy. Cliff reviewed the performance. He explained the YTD results for November 30, 2020 are +8.90% versus the strategic benchmark of +9.44%. He explained BMO is our worst performer at YTD -6.58 versus their benchmark of -3.04. He said they were up considerably in November but still lagging the benchmark. He explained they are overweighted to financials. He and Graystone recommend holding on to BMO. He advised the best performer in the portfolio is Eagle Capital with YTD +17.43 versus the benchmark of -1.00. Cliff reviewed the alternatives. He explained the alternatives managers took down grades of valuations.

Board discussed meeting virtually. Rodney explained Danvers has moved all Board Meetings remotely. Wayne explained he assumes the Board will continue to meet virtually until the State of Emergency is lifted by the Governor.

Meeting Adjourned: 3:50PM (**Vote: Joe Collins motioned with Steve Swanson seconding and the Board unanimously approving via roll call vote (Joe “yes”; Heather “yes”; Mike “yes”; Steve “yes”; Wayne “yes”**).

NEXT MEETING: January 27, 2021 @ 3PM via WebEx

Joseph Collins, Elected Member

Michael Hagan, Elected Member

Heather Varney, Ex-Officio Member

Wayne P. Marquis, Chairman

Stephen Swanson, Fifth Member