



TOWN OF
STONEHAM

TOWN CLERK
BOARD OF RETIREMENT
CONTRIBUTORY RETIREMENT SYSTEM
TOWN HALL
35 CENTRAL STREET • STONEHAM, MA 02180-2087
TEL: 781-272-0435 FAX: 781-438-5296
Karen DeAngelis, Retirement Administrator

Janice T. Houghton
Chairman

Ronald J. Florino
Member

Kathleen Sullivan
Member

James J. McDermott, Jr.
Member

John Scullin
Member

STONEHAM RETIREMENT BOARD AGENDA
TUESDAY, MARCH 24, 2015 at 2:05 PM
CONFERENCE ROOM 2nd FLOOR – TOWN HALL

1. As both the Chair & Vice-Chair are not able to attend this meeting, the Board members in attendance will need to appoint an acting chairman.
2. Approval of the Minutes for the February 24, 2015 Open Meeting & Executive Session.
3. Approval of payment for Retirement Board Expenses and Retirement Allowances for the month of March 2015 and the wire transfer from the PRIT Fund to Stoneham Retirement's bank account.
4. Note the transfer-in from the Woburn Retirement System of creditable service and annuity savings for member Erin Wortman.
5. Items to Discuss:
 - Discuss the engagement letter received from the Town's auditors Roselli, Clark & Associates to do the annual audit for the Stoneham Retirement System, which is now required by GASB 67/68.
 - Examples of the three schedules that the Board's actuary will need to complete for the auditors was received by Roselli, Clark & Associates.
 - A Budgeting 101 Training Seminar was hosted by the Town's Finance & Advisory Board. As a result of this, the Town Administrator, David Ragucci, is setting up a Budget and Fiscal Policy Committee and is looking for a representative from each Board and Commission. Discuss whether or not the Retirement Board should have a representative on the Committee.
6. Miscellaneous:
 - A date needs to be set up for the May board meeting.

- PERAC has sent each Board Member a copy of the Examination of the Stoneham Retirement System as of January 1, 2011 - December 31, 2013 (three-year audit). In PERAC's opinion, the financial records are being maintained and the management functions are being performed in conformity with the standards established by the Public Employee Retirement Administration Commission (PERAC).
7. List of members who have recently submitted an injury report, the date of the injury, and the department.
 8. New Business: Discussion of any issues and/or correspondence received subsequent to the posting of the meeting which require Board discussion and/or action and an opportunity for Board members to identify issues to be discussed for future meeting(s).
 9. Summary of PRIT Funds.
 10. Copies of the following may be available for review and/or discussion:
 - PRIT Statement for February 2015
 - Bank Reconciliation for February 2015
 11. Copy of PERAC Memorandum # 8/2015 will be included for review and/or discussion
 12. Adjournment of Open Meeting.