

# STONEHAM RETIREMENT SYSTEM

TOWN HALL, 35 CENTRAL STREET  
STONEHAM, MA 02180

Phone: 781-279-2635 Fax: 781-438-6906  
Website: [www.stoneham-ma.gov/retirement-board](http://www.stoneham-ma.gov/retirement-board)  
Christopher Delisi, Executive Director

Janice T. Houghton  
Chair

Lauri Plourde  
Member

Kathleen Sullivan  
Member

Francis A. Gould  
Member

John Scullin  
Member

2025 NOV 20 P 1:26  
STONEHAM  
TOWN CLERK  
REGISTRARS

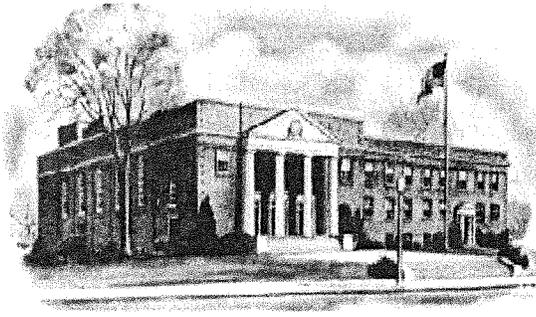
## STONEHAM RETIREMENT BOARD AGENDA

Tuesday, November 25, 2025 at 2:00 PM  
Town Hall – Conference Room – 2nd Floor

1. Open meeting called to order by Chair Houghton
2. VOTE to approve the October 28, 2025 open session minutes then sign them into record.
3. VOTE to approve the payment for the Retirement Board's Expense Voucher for the month of November 2025.
4. VOTE to approve the Retirement Allowance Payment Voucher for the month of November 2025.
5. VOTE to approve the wire transfer from the funds at Russell Investments to Stoneham Retirement's bank account for November 2025 Retiree Payroll and Expenses.
6. VOTE to approve a superannuation retirement benefit for Michelle McGreal, former Special Education Paraprofessional, with the Stoneham Public Schools and Karen Cann, former 12-month Secretary, with the Stoneham Public Schools.
7. VOTE to approve membership in the Stoneham Retirement System for Anthony Cappuccio, Executive Director, with the Stoneham Housing Authority. All employees are regularly scheduled permanent employees guaranteed and hired at 20/hours a week or more.
8. VOTE to approve a buyback of non-membership service for Melanie Salvi, Cafeteria Worker, for prior service with the Stoneham Public Schools.
9. Update on the Failure to File Statement Notice per MGL c. 32, Section 18(1) to Rosanna Lamb (PT Cafeteria Worker). The member is delinquent submitting new hire/enrollment paperwork.
10. Note the transfer-in of service and annuity savings funds for Kimberly Steele, Board Certified Behavioral Analyst (BCBA) with the Stoneham Public Schools, from the Danvers Retirement System for service with both the Danvers Retirement System and Marblehead Retirement System, the transfer-in of service and annuity savings funds for Stephany McGrattan, Applied Behavior Analyst (ABA) Technician with the Stoneham Public Schools, from the Norfolk County Retirement System, and the transfer-in of service and annuity savings funds for Sharon Mpaka, Cafeteria Worker with the Stoneham Public Schools, from the State Board of Retirement.
11. Note the following inactive member, Scott Freedman, former Custodian with the Stoneham Public Schools, requested a refund as approved on this month's expense voucher. The member will receive the regular rate of interest and interest only from 2 years from their date of separation.

12. Note the excess refunds, due to the FY 2018 THEA ratification payouts and 2% adjustments, to Carolyn Auriemma, former Principal Office Assistant, Michele Collins, Principal Office Assistant, and Kathleen Sullivan, PT Principal Office Assistant.
13. Items for Discussion:
  - CY 2026 Budget Proposal: Review, discuss, and amend CY 2026 budget proposal. Line items include Staff Salaries, Staff Benefits, Office/Administrative Expenses, Investment Consulting and Investment Managers Fees.
  - *Request for Counseling* Form posted on Stoneham Retirement System webpage – Review form with Board. The form was provided to members at the *Retirement Ready: Benefits for Life Seminar*.
  - 2026 Proposed Board Meeting Dates – Last Tuesday of the Month at 2pm unless Otherwise Stated
    - January 27, 2026
    - February 24, 2026
    - March 24, 2026\*
    - April 28, 2026
    - May 26, 2026
    - June 23, 2026\*\*
    - July 28, 2026
    - August 25, 2026
    - September 29, 2026
    - October 27, 2026
    - November 24, 2026
    - December 29, 2026

\*March 31<sup>st</sup> last Tuesday of Month  
\*\*June 30<sup>th</sup> last Tuesday of Month
14. Informational- Discussion, if necessary
  - PEVY 2026 Commitment Letter Sent to PRIM
  - Social Security Administration 2026 Cost-of-Living Adjustment will be 2.8%. Notification to Town required regarding the vote. VOTE after PERAC Memo issued in 2026. Board approval for COLA increase of 3% on first \$15,000.
15. Summary of Funds for Russell Investments and PRIT Fund
16. New Business: Discussion of any issues and/or correspondence received subsequent to the posting of the meeting which require Board discussion and/or immediate action and an opportunity for Board members to identify issues to be discussed for future meeting(s).
17. Copies of the following are included for review and/or discussion
  - Investments Worksheet through October 2025
  - Russell Statement for October 2025
  - PRIT Statement for October 2025
  - Certified Budget Sheet for the Board through October 2025
  - Proposed CY 2026 Budget. Board Materials for Investment Fees Projections Merged Market Summary of Requested 2026 Health Insurance rates
  - MACRS Fall Conference Agenda
  - Final CY 2024 CBIZ, CPA's Governance Letter



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- Request for Counseling Form
- Town Hall Holiday Schedule
- Monthly Cashbooks: Trial Balance October 2025 YTD, General Ledger for October 2025, Cash Receipts for October 2025, Cash Disbursements for October 2025, and Adjusting Journal Entries for October 2025

18. PERAC Memoranda

- PERAC Memo #29/2025: New Pension Fraud Poster
- PERAC Memo #30/2025: Follow-up to Memo No 28/2025 re: G.L. c. 32 Section 100 and COLAs
- PERAC Memo #31/2025: Forfeiture of Retirement Allowances for Dereliction of Duty by Members
- PERAC Memo #32/2025: Free Cybersecurity Training

19. The next meeting is scheduled for **Tuesday, December 16<sup>th</sup>** at 2:00 pm in the Conference Room

20. Adjourn open meeting.

