



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
Christopher Delisi, Executive Director

Janice T. Houghton
Chair

Lauri Plourde
Member

Kathleen Sullivan
Member

Francis A. Gould
Member

John Scullin
Member

STONEHAM RETIREMENT BOARD AGENDA

Tuesday, December 16, 2025 at 2:00 PM
Town Hall – Conference Room – 2nd Floor

2025 DEC 11 P 2:11
STONEHAM
TOWN CLERK
REGISTRARS

1. Open meeting called to order by Chair Houghton
2. VOTE to approve the November 25, 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 December 2025
4. VOTE to approve the Retirement Allowance Payment Voucher for the month of December 2025
5. VOTE to approve the wire transfer from the funds at Russell Investments to Stoneham Retirement's bank account for December 2025 Retiree Payroll and Expenses.
6. VOTE to approve membership in the Stoneham Retirement System for Rosanna Lamb, PT Cafeteria Worker with the Stoneham Public schools, Brittany Sousa, Assistant Treasurer/Tax Collector with the Town of Stoneham, and Erin Nazarian, Paraprofessional (ESP) with the Stoneham Public Schools. All employees are regularly scheduled permanent employees guaranteed and hired at 20/hours a week or more.
7. VOTE to approve a buyback of non-membership service for Ronaine Sparco, Paraprofessional (ESP), for prior service with the Stoneham Public Schools.
8. Note the transfer-in of service and annuity savings funds for Anthony Cappuccio, Executive Director with the Stoneham Housing Authority from the Melrose Retirement System. The transfer also includes a small period of previous service with the Stoneham Retirement Board that previously transferred to Melrose.
9. Note the excess refunds, due to the January 9, 2020 retroactive payment for the FY 2018 THEA ratification payout and, if applicable, deductions on extra hours, to Jennifer DeCourcy, Principal Office Assistant, Karen Brown, PT Principal Office Assistant, and Christine Pettengill, Principal Office Assistant. Note the excess refund due to the January 9, 2020 retroactive payment for the FY 2018 THEA ratification payout and retroactive contributions for ineligible pay dates to benefit recipient and former Principal Office Assistant, Michelle Meagher. Note the adjusted benefit previously voted on for Michelle Meagher is payable on the December 2025 Retirement Allowance Voucher.
10. Note the following deceased member and longtime Stoneham Retirement System Retirement Administrator Elsie Wallace. A survivor benefit is payable to Richard Wallace.

11. Items for Discussion:

- CY 2026 Approval: VOTE on CY 2026 Budget Option 3. Line items include Staff Salaries, Staff Benefits, Office/Administrative Expenses, Investment Consulting and Investment Managers Fees.
 - Vote on staff salaries and benefits
 - Vote on CY 2026 Budget
- MGL Chapter 32 Section 91A Hearing and Appeal Rights -Excess Earnings- 2023/2024 for Jonathan Mahoney
- Discuss independent audit review of William Abbott's benefit payment. Vote on 1st COLA payment
- EOTSS (Executive Office of Technology Services and Security) Cybersecurity Awareness Program

12. Informational- Discussion, if necessary

- Special Military Contributions – Payment for expected contributions from Town for eligible members
- Year End Statements to be sent for December 31, 2025 pay date. Message on Direct Deposit Statement informing benefit recipients about 1099-R's
- 1099-R's and Group 4 Health Insurance letter to be sent by January 31, 2026 for 2025 Calendar year
- PERAC Appropriation Data Questionnaire submitted to PERAC. FY 2027 Appropriation letter typically by end of December determining appropriation split between SHA and Town of Stoneham.
- PERAC Educational Board Credit Updates provided to each Board Member
- Upcoming Discussions/Meetings:
 - January 27, 2026: 1/1/2026 Valuation Discussion with Stone Consulting and Fiducient Advisors
 - February 24, 2026: Russell Investments Annual Update- 2025 performance and discuss IPS
 - March 24, 2026: PRIT/PRIM Annual Update

13. Summary of Funds for Russell Investments and PRIT Fund

14. 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).

15. Copies of the following are included for review and/or discussion

- Investments Worksheet through November 2025
- Russell Statement for November 2025
- PRIT Statement for November 2025 – Not Available
- Certified Budget Sheet for the Board through November 2025
- Certified Budget Sheet for the Board through November with some expenses listed from December 2025



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- Monthly Cashbooks: Trial Balance November 2025 YTD, General Ledger for November 2025, Cash Receipts for November 2025, Cash Disbursements for November 2025, and Adjusting Journal Entries for November 2025. Early board meeting date- will forward to Board after receiving PRIT statement and completion of accounting.
- PERAC Cybersecurity Awareness Email and Cybersecurity Program Application

16. PERAC Memoranda

- PERAC Memo #33/2025: Violent Act Injury Disability – Recent Legislative Changes

17. The next meeting is scheduled for **Tuesday, January 27, 2025** at 2:00 pm in the Conference Room

18. Adjourn open meeting.

