FINAL MINUTES

March 16, 2020

Burlington Employee’s Retirement Board

City Hall, Conference Room 12

**Via Phone:**

**RETIREMENT BOARD MEMBERS:**

Robert Hooper, Chairperson

Munir Kasti, Vice Chairperson, Class B Employee Representative

Patrick Robins

Daniel Gilligan, Class A Employee Police Representative

Benjamin R. O'Brien, Class A Employee Fire Representative

Matthew Dow, Class B Employee Representative

**OTHERS PRESENT**

Alisha Abruntilla – Retirement Administrator

Rich Goodwin – Director Financial Operations

Barry Bryant – Dahab – via phone

David Mount – via phone

Called to order at 11:19 AM

1. **Agenda**

No changes to the agenda as presented Motion Munir Kasti, second by Dan Gilligan, motion carried unanimously

1. **Public Forum**

No public comments

1. **Approve Minutes**

None

1. **Approve Retirement Applications**

Munir Kasti moved to approve the present refunds with the exception getting more detailed information, second by Dan Gilligan, motion carried unanimously

1. **Ratify Refunds / Rollovers**

Munir moved to approve the presented refunds and rollovers. Second by Dan Gilligan, motion carried unanimously

1. **Approve Disability Retirement Benefit**

Ben O’Brien abstaining his vote

Munir moved to approve the presented applications, Second by Dan Gilligan Motion carries 5:0 with one abstain

1. **Discussion Overview of Daily volume and tasks of retirement position**

Further discuss - Meeting March 30, 2020 at 11:00 AM

1. **Approve Bills**

Munir moved to approve, and Second by Gilligan, motion passed unanimously

 **9. DAHAB - Real Estate Manager Analysis**

 **10. Discussion Public Meetings will be posted - 72 hours in advance**

 **11. Other –** Moved to approve by Bob Hooper, Second Munir Kasti to add Bob Hooper, ` Chairman, Munir Kasti, Vice-Chairman, Dan Gilligan, and Katherine Schad, Chief Administrative Office, motion passed unanimously

**12.** No other business

 **13. Adjourn**

 Bob Hooper moved to adjourn without object at 12:40 PM