



TOWN OF GREENWICH

BOARD OF ESTIMATE & TAXATION INVESTMENT ADVISORY COMMITTEE WEBINAR

Thursday, January 14, 2021 – 10:00 A.M.

AGENDA

You are invited to a Zoom webinar
<https://greenwichct.zoom.us/j/82586683840?pwd=T1NOa0txSjc1SmE0SGNJcF14dXhuUT09>
Password: 0518016

Or iPhone one-tap: US: +16465189805,,82586683840#,,1#,0518016# or
8335480276,,82586683840#,,1#,0518016# (Toll Free)

Dial (for higher quality, dial a number based on your current location): +1 646 518 9805 or 833
548 0276 (Toll Free) or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) or 888 475 4499
(Toll Free)

Webinar ID: 825 8668 3840
Password: 0518016

1. Approval of the BET Investment Advisory Committee Webinar Minutes of December 8, 2020
2. Review and approval of proposed investment actions of the January 14, 2021 OPEB Trust Board Meeting
3. Discussion of Proposed Changes to the OPEB Trust Investment Policy Statement
4. Review Town's cash position as of December 31, 2020, actual cash flows for December 2020 and projected flows for the remainder of fiscal year 2021
5. Review CD Program holdings as of December 31, 2020
6. New Business
7. Adjournment

Next Meeting: February 11, 2020 at 10:00 AM, via virtual Zoom webinar.

The Town complies with all applicable federal and state laws regarding non-discrimination, equal opportunity, affirmative action, and providing reasonable accommodations for persons with disabilities. If you require an accommodation to participate, please contact the Commissioner of Human Services at 203-622-3800 or demetria.nelson@greenwichct.org as soon as possible in advance of the event.

**TOWN OF GREENWICH
BOARD OF ESTIMATE AND TAXATION**

Investment Advisory Committee Meeting Minutes

Tuesday, December 8, 2020

Virtual Webinar

Present:

Committee: Andreas Duus, Chair; William Drake, Miriam Kreuzer, David Weisbrod

Staff: Joan Lynch, Assistant to the Treasurer; Peter Mynarski, Comptroller;
Nataliya Yemets, Treasurer

BET: Laura Erickson; Leslie L. Tarkington

Guests: Joseph Pellegrino, OPEB Trust Board Member and Chairman, Retirement Board; Robert Stricker, Chairman, OPEB Trust Board

The meeting was called to order at 10:03 A.M.

1. Approval of the BET Investment Advisory Committee Webinar Minutes

Upon a motion by Mr. Drake, seconded by Ms. Kreuzer, the Committee voted 4-0-0 to approve the Minutes of the IAC Meeting of November 10, 2020. Motion carried.

2. Review and approval of proposed investment actions of the December 8, 2020 OPEB Trust Board Meeting

During the OPEB Trust's meeting of December 8, 2020, the Trust Board voted 3-0-0 to sell 100% of iShares Convertible Bond ETF (ICVT) and a sufficient amount of Vanguard Federal Money Market Fund (VMFXX) to invest the proceeds as follows: to bring the Vanguard Russell 2000 Index Fund ETF (VTWO) to 10% of the total Portfolio; to bring SPDR S&P 500 ETF (SPY) to 60% of the total Portfolio; and, to bring Vanguard FTSE All-World ex-US ETF (VEU) to 5% of the total Portfolio. The transactions were made to increase the equity portion of the Portfolio from 60.6% to 75.0% to capture a higher return.

Upon motion by Mr. Duus, seconded by Mr. Drake, the Committee voted 4-0-0 to accept the transactions proposed by the OPEB Trust Board. Motion carried.

3. Discussion of Proposed Changes to the OPEB Trust Funding Policy and Investment Policy Statement

The Committee continued discussion begun in the immediately preceding OPEB Trust meeting.

Discussion ensued regarding the potential changes in the investment policy statement for the OPEB Trust, and the contrast between how the Town manages its investment of its pension assets versus its OPEB assets.

Although there was a general support among Committee members for greater equity weighting of the portfolio, less active management and less frequent meetings of the OPEB Trust Board, Mr. Weisbrod asked if it was not time now for the Town to consider the engagement of a professional outside investment manager for the OPEB assets, possibly with the current members of the Trust Board acting in a review capacity.

Mr. Duus suggested that an intermediate step might be considered, given the expertise of the OPEB Trust Board members, to adjust the OPEB Board schedule to quarterly meetings, and increase the equity/passive orientation of the investment portfolio. Ms. Kreuzer added that it is necessary to distinguish between passive management of instruments versus passive management of allocation.

Mr. Pellegrino expressed belief that investment performance likely would not be adversely affected by moving from monthly to quarterly meetings and the possible resetting of the investment targets. With respect to hiring an outside manager, Mr. Pellegrino would not want to pay for a manager who would be a closet indexer. Rather, he would prefer that manager to make real bets, to use their judgement to either over- or under-weight versus a benchmark, and keep the benchmark narrowly defined (such as Equity-US, Equity-Int'l, Equity-Emerging and FI-Aggregate).

Mr. Stricker did not object to having an outside manager provided they would actively manage asset allocation amongst passive funds, watch the asset portfolio every day and stay within the guidelines set by the IAC. In this case, the manager could execute trades without IAC approval and report to the Committee on a quarterly basis. Possibly, in this context, the OPEB Trust Board might function in an oversight capacity, i.e., the OPEB Advisory Board.

Mr. Duus identified follow-up for the January meeting to include proposed changes to the investment policy statement and collecting data on outside investment managers. In this connection Mr. Mynarski will circulate to the Committee a copy of another Town's RFP for an OPEB investment manager.

4. Review compliance with the Town of Greenwich Resolution Concerning Cash Management

Done annually, Ms. Yemets reviewed the Resolution Concerning Cash Management with the Committee. She confirmed that the Town remains in full compliance with the Resolution, and recommended no change.

5. Review Town's cash position as of November 30, 2020, actual cash flows for November 2020 and projected flows for the remainder of fiscal year 2021

The Town's General Fund November-end cash balance was \$135.7 million compared to the November 2019 cash balance of \$125.4 million, the difference primarily due to higher cash flows associated with higher collections of conveyance taxes and Federal and State grants.

6. New Business – None

7. **Adjournment**

Mr. Drake made a motion, seconded by Ms. Kreuzer, to adjourn the Regular Meeting of the Investment Advisor Committee at 11:25 A.M. The Committee voted 4-0-0. Motion carried.

Next Meeting: January 14, 2021 at 10:00 A.M. as a Virtual webinar.

Catherine Sidor, Recording Secretary

Andreas Duus, Chair, Investment Advisory Committee

Schedule Investment Advisory Committee Meetings for calendar year 2021

January 14 (Thursday)
February 11 (Thursday)
March 11 (Thursday)
April 8 (Thursday)
May 13 (Thursday)
June 10 (Thursday)

OTHER POST-EMPLOYMENT BENEFITS TRUST INVESTMENT POLICY STATEMENT

Introduction

Other Post-Employment Benefits (OPEB) consist of healthcare and life insurance benefits for Town of Greenwich (TOG) retirees. In 2004, the Governmental Accounting Standards Board issued Statements requiring municipal governments to account for Other Post-Employment Benefits in a manner similar to that of pension benefits. Accordingly, the Board of Estimate and Taxation (BET) decided to appropriate money to fund OPEB payments, and thereby established the OPEB Trust (Trust). The Trust was established and is governed in accordance with the Declaration of Trust effective January 1, 2008. The Trustee of the Trust is the Town's Treasurer. A three-member board (Board) appointed by the BET is responsible for making investment recommendations. All investment recommendations require the to the BET- review and approval by the BET's The Board reports to the BET through the Investment Advisory Committee (IAC) before the Trustee may execute the Board's recommended investment actions.-

For administrative ease, during the fiscal year the TOG makes OPEB payments directly from its General Fund to the beneficiaries. Shortly after the end of each fiscal year, a payment is made between the General Fund and the Trust reconciling any difference between the General Fund's OPEB payments to beneficiaries and the Actuarially Determined Employer Contribution for OPEB.

Investment Objective

The investment objective of the Trust is to earn a blended rate of return consistent with the long-term Rate of Return assumption used for the annual Actuarial Valuation. In the most recent Actuarial Valuation, dated July 1, 2020 Currently, the is return assumption was set at 7.00%.

The assets of the Trust shall be invested to ensure that principal is preserved and enhanced over the long-term ~~both in real and nominal terms~~. The assets shall be managed and invested in accordance with the Connecticut Uniform Prudent Investor Act (Public Act No. 97-140). i

Liquidity

The Trust shall maintain a cash or near-cash position in accordance with the Trustee's need to meet obligations of the Trust. It is anticipated that the need to raise cash in the normal course of events will be once a year soon after the end of the Fiscal Year to reconcile with the General Fund. Otherwise, cash will be held only if market conditions warrant.

**OTHER POST-EMPLOYMENT BENEFITS TRUST
INVESTMENT POLICY STATEMENT**

Investment Guidelines

~~Given that the form of organization of the BET, its IAC committee and the OPEB Trust imposes structural constraints on approval of investment decisions and trade execution, the BET prefers a more passive, versus a more active, management of the OPEB Trust assets.~~

~~Given the long-term nature of the obligation to be funded and the liquidity needs of the Trust, the BET is willing to accept a higher portfolio volatility (standard deviation of monthly returns) to achieve the Trust's investment objectives. Higher portfolio volatility can be a function of a larger equity allocation and/or greater concentration of investable strategies. Furthermore, the BET has a strong preference for passive investment vehicles and any actively managed vehicles will be subject to limits. prefers a relatively greater, and not less, proportion of the OPEB Trust assets be invested in equities.~~

The Trust's assets may be invested in the following asset classes ~~and sub-classes (Asset Classes and Sub Classes)~~ and within the ranges specified. The Board is charged with recommending the asset allocation (Asset Allocation) and investments (Investments), consistent with the Investment Objective and after taking into consideration the economic and market outlook for each asset class.

~~On a quarterly basis, On as frequent basis, as the Board determines is prudent to meet, but no less frequently than quarterly, t~~the Board shall review and may recommend to the ~~BET Investment Advisory Committee (IAC)~~ a change in Asset Allocation for one or more of the Asset Classes or Sub-Classes. Should the Board wish to change the minimum ~~maximum~~ range, or add additional Sub-Classes, however, it must recommend such change(s) to the IAC for BET approval.

<u>ASSET CLASS</u>	<u>Minimum</u>	<u>Maximum</u>
Equities	60 20%	90 80%
Alternatives	0%	20%
Fixed Income *	10 20%	40 80%
Cash or Near term Investments*	0%	60%

* ~~Inclusive of~~ Cash or ~~n~~Near-Term ~~i~~Investments, ~~includes~~ U. S. Treasury Bills and U.S. Government Agencies, and FDIC insured Certificates of Deposit ~~and Money Market Funds~~.

~~[Fixed Income at 10% or Equities at 85% max, otherwise the max min doesn't work]~~

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**OTHER POST-EMPLOYMENT BENEFITS TRUST
INVESTMENT POLICY STATEMENT**

Further, in considering allocations to the above specified broad Asset Classes, the Board should consider the following guidelines for the respective Sub-Classes (note Minimum and Maximum limits are expressed as percentages of the Portfolio):

<u>EQUITIES</u>	<u>Minimum</u>	<u>Maximum</u>	
Domestic	62 20%	90 80%	
<u>Other International:</u>	0%	20%	
Developed Countries	0%	50%	
Emerging Markets	0%	20%	

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~~[Equities — Domestic need to be at 60% to match asset class]~~ ALTERNATIVES

<u>Minimum</u>	<u>Maximum</u>
Other than equities or fixed income	0% — 20%

<u>FIXED INCOME</u>	<u>Minimum</u>	<u>Maximum</u>	
Domestic <u>* Investment</u>			
Grade Bonds	20 80%		
International Bonds	10%	40 30%	
Preferred Stock	0%	20%	
Fixed Income <u>Other **</u>	0%	20%	
Treasury Inflation Protection Securities	0%	20%	

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* ~~Includes~~ includes cash and equivalents in money market funds.

** ~~Fixed Income~~ Fixed Income — Other includes high yield bonds, International bonds, Leveraged Loans, and emerging market debt, etc.

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Preferred Investment Vehicles

The OPEB Trust ~~can~~ only invest in the following investment vehicles:

- Passively managed Exchange Traded Funds (ETF), defined as those with a beta greater than 0.9 to their corresponding broad market index/benchmark.
- U.S. Treasury Bills, Notes and Bonds and U.S. Government Agencies
- FDIC Insured Certificates of Deposit and Money Market Funds
- Mutual Funds may be used in cases where an appropriate ETF is not available or to gain exposure to actively managed strategies; however, allocation will be limited to 5% of the total portfolio to an individual mutual fund and 10% in aggregate. ~~[MLK — added this for a little flexibility]~~

**OTHER POST-EMPLOYMENT BENEFITS TRUST
INVESTMENT POLICY STATEMENT**

Furthermore, The Board shall recommend that the OPEB Trust investments in equities be in the form of publicly traded mutual funds or publicly traded Exchange Traded Funds (ETF), that are linked to one or more of the broader domestic equity market indices. The Trust shall not invest in any individual security [Assume an ETF is not considered to be a security] or issue, except that the Trust may invest in U. S. Treasuries and U.S. Government Agencies, and FDIC insured Certificates of Deposit. The Board may recommend passive indices as investment vehicles or actively managed funds, provided the risks associated with actively managed funds are reasonable and in the Board's opinion outweigh the potential for underperformance, or permanent loss, compared to the performance benchmark. An mutual fund or ETF may be chosen that represents a blend of Asset Classes or Sub Classes. In determining which investment fund vehicles to recommend, the Board should also consider, but not be limited to, the following characteristics:

- Low management fees in comparison to other similar vehicles
- Sufficient trading liquidity as defined by complete liquidation of the investment within one trading day.

[The historical performance of the fund/ETF compared to its category benchmark and peer group ranking.]

1. BETA > 09 WITH RESPECT TO SUB-ASSET CLASSES
2. The historic risk, rating, and statistical analysis of the fund.
3. The cost associated with the fund.
4. The manager's philosophy and style of managing the fund.

The length of time the manger(s) has(have) managed the fund. LOW TRACKING ERROR.

LOW FEES.

5. SUFFICIENT TRADING LIQUIDITY

<u>[CLASS OR CATEGORY]</u>	<u>[BENCHMARK]</u>
[Domestic Equities]	S&P 500 Total Return]
[International Developed Markets]	MSCI All Countries World ex USA]
[Emerging Markets]	MSCI Emerging Markets Index]
[Domestic Fixed Income]	Barclays Capital US Aggregate Bond Index]
International Bonds	
— Developed Markets	JPMorgan Global Bond Index (ex US)

[CLASS OR CATEGORY] [BENCHMARK]

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OTHER POST-EMPLOYMENT BENEFITS TRUST
INVESTMENT POLICY STATEMENT

Emerging Markets Debt Global	JPMorgan Emerging Markets Bond Index
High Yield Bonds	Barclays US Corp High Yield Bond Index
Treasury Inflation Protection Securities	Barclays US TIPS Index

Benchmark for the Portfolio

~~The Benchmark weighting for the OPEB Trust Portfolio shall be 80% Domestic Equity, as represented by the S&P Total Return Index and 20% Domestic Fixed Income, as represented by the Barclays U.S. Aggregate Bond Index.~~

~~[The Benchmark weightings for each asset class shall be determined by the Board from time to time.] [NOTE: THE WEIGHTED BENCHMARK FOR THE WHOLE PORTFOLIO COMPRISES 80% Domestic Equity (S&P Total Return) and 20% BARCLAYS US AGG BOND INDEX. ANY INVESTMENTS NOT LINKED TO THE S&P MAY BE CONSIDERED TO BE A TACTICAL INVESTMENT DECISION. BASED ON HISTORICAL PERFORMANCE, A PORTFOLIO BASED ON THE WEIGHTED BENCHMARK WOULD BE EXPECTED TO EARN THE 7% TARGET RETURN OVER THE LONGER TERM.]~~

Rebalancing

~~The Trustee shall rebalance the portfolio to the Asset Allocation as approved by the IAC on a quarterly basis. (The quarterly rebalancing shall take place as soon as practical after the IAC meeting that takes place in the first month of each quarter (July, October, January and April), in the months of August, November, February and May.)~~

Meetings and Management Reports

~~The Board shall meet at least with the IAC at the IAC meeting scheduled quarterly immediately on or prior to the regularly scheduled BET meeting for the first month of the quarter. In these meetings the Board shall report to the IAC as to the asset allocation, performance and performance attribution of the Trust.~~

~~When, but may meet between regularly scheduled meetings should market conditions warrant require such action, the Board may seek to meet with the IAC in between its regularly scheduled quarterly appearances at IAC meetings.~~

~~When a physical meeting is neither practical nor possible, meetings may be conducted virtually.~~

Management Reports

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OTHER POST-EMPLOYMENT BENEFITS TRUST
INVESTMENT POLICY STATEMENT

~~The OPEB Trust Board shall issue a report to the IAC during joint quarterly meeting as to the asset allocation, performance and performance attribution of the Trust.~~

~~In addition, in the IAC's July meeting, the Board shall issue a report to the IAC on a quarterly basis as to the performance of the Trust. Included in the report shall be a summary by the Trustee of any actions taken within the Trust, including any additions or disbursements of funds. On an annual basis, ideally in the July meeting of the IAC, the Board shall~~ will report to the IAC as to their outlook and expectations for asset class performance (expected returns) for the near term ~~on an annual basis during the joint July meeting. Any recommended~~ editions to changes in the Investment Guidelines should be made at this time.

~~the reasoning behind their Asset Allocation recommendation, and an explanation of how that allocation on a blended basis is expected to achieve the investment objective of the Trust.~~

[Approved at the _____ ~~January 22, 2021~~ BET Regular Meeting]