

**TOWN OF GREENWICH**  
**BOARD OF ESTIMATE AND TAXATION**  
Investment Advisory Committee  
Meeting Minutes  
Friday, April 15, 2016  
Mazza Room, Town Hall

Present:

Committee: William Drake, Chairman; Arthur Norton, John Blankley, Leslie Moriarty

Staff: Peter Mynarski, Comptroller

The meeting was called to order at 8:04 A.M.

**Approval of Investment Advisory Committee Meeting Minutes of March 7, 2016**

Upon a motion by Ms. Moriarty, seconded by Mr. Blankley, the Committee voted 4-0 to approve the Minutes of March 7, 2016.

**Review and Approval of Actions of the OPEB Trust Board Meeting**

Mr. Drake thanked Ms. Moriarty for attending the April 11<sup>th</sup> OPEB meeting and for providing a thorough summary to IAC members prior to this meeting. The summary was used as a foundation for discussion of the actions of OPEB Trust Board and highlights are below:

Ms. Moriarty noted that the OPEB portfolio weighting was 66.5% Equity and 33.5% Fixed Income and the OPEB Trust Board proposed selling a portion of the Equity holdings to return to the 60/40 ratio. The IAC committee discussed the decision taken at the OPEB meeting of April 11, 2016: 1) to re-balance to bring the portfolio to a 60/40 mix by selling the needed amount of SPDR S&P 500 (SPY), reinvesting the proceeds in fixed income IShares Preferred Stock ETF (PFF), a fund which had previously been in the portfolio; 2) to re-allocate the equity portfolio by increasing positions in three sectors to a maximum of 5% of the equity portion of the portfolio each – [the Financial sector from 3.16% (currently) of total portfolio to maximum of 5% of total portfolio (2.5% for each of the existing XLF Financial Select Sector and KRE S&P Regional Banking holdings), Healthcare sector from 1.7% of total portfolio to a maximum of 5% of total portfolio (through existing investment in VGHAX Vanguard Health Care-ADM), and Technology sector from 1.79% of total portfolio to a maximum of 5% of total portfolio (2.5% for each of the existing XLK Technology Select Sect and QQQ Powershares QQQ Trust Series holdings)]. Additionally the OPEB Trust Board voted to delegate the timing of these transactions to Mr. Pellegrino.

Mr. Mynarski commented that OPEB Board also discussed the strategy of market timing on a monthly basis vs whether equity allocation of the fund should be invested in an entirely passive manner to match the S&P 500 Index, its benchmark, or if certain S&P Index sectors should be weighted more heavily.

Upon a motion by Mr. Blankley, seconded by Mr. Drake, the Committee voted 4-0 to approve the foregoing actions of the OPEB Trust.

**Consideration and Approval of a BET Procedure for Retirement Board Investments**

Mr. Drake briefly updated the Committee on the BET's Procedure. He indicated that the Procedure was essentially finished, pending any changes necessitated by the Retirement Board's selection of an approach to investing in ETFs. He indicated that it was likely that the Procedure would be reviewed by the IAC subsequently and then placed on the BET agenda for May.

**New Business**

None

Next meeting scheduled for May 2, 2016 at 10:00 A.M. in a meeting room to be determined.

**Adjournment**

The Committee voted unanimously to adjourn at 8:28 A.M.

  
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William Drake, Investment Committee Chairman

  
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Catherine Sidor, Recording Secretary