

**TOWN OF GREENWICH, CONNECTICUT
RETIREMENT BOARD**

September 29, 2017 Minutes – Mazza Meeting Room

The regular meeting of the Retirement Board was called to order at 8:00 a.m.

In attendance were:

Members:	Joseph Pellegrino, Chairman Kevin Coyner Mark Kordick Peter Mynarski Mike Wacek
Staff:	Atiya Jones, Retirement Administrator
Neuberger Berman:	Andrew White Steve Polito
BET:	Bill Drake John Blankly
RTM:	John Dolan

APPROVAL OF MINUTES

Upon a motion by Mr. Mynarski, seconded by Mr. Coyner, the Board voted 3-0-0, to approve the minutes of the Regular Meeting of July 26, 2017.

Upon a motion by Mr. Mynarski, seconded by Mr. Kordick, the Board voted 3-0-0, to approve the minutes of the Special Meeting of August 10, 2017.

Upon a motion by Mr. Wacek, seconded by Mr. Kordick, the Board voted 3-0-0, to approve the minutes of the Regular Meeting of August 31, 2017.

Upon a motion by Mr. Mynarski, seconded by Mr. Kordick, the Board voted 4-0-0, to approve the minutes of the Special Meeting of September 19, 2017.

ADMINISTRATOR'S REPORT

As of September 25, 2017, the State Street Cash Balance was \$4,652,915. This balance includes reported capital calls and redemptions through September 25, 2017. The projected State Street Cash Balance for October 31, 2017 is \$2,273,675 which anticipates investments being made by Neuberger Berman and retiree pension payments for October 31, 2017. The Retirement Board requests that a minimum of \$3,000,000 in cash is available for retiree pension payments.

The vendors have responded to the Request for Proposal of the Third-Party Administrator Record Keeper Services for Defined Benefit and Defined Contribution. As of today, there are seven respondents. The review committee have received the vendor presentations and will decide the finalists to invite for interviews.

Ms. Jones provided an update of the reconciliation process with State Street. Neuberger Berman, State Street, Ms. Yemets and Ms. Jones joined a call on September 26, 2017 to discuss the expected timeframe of end-of-month reporting. We will receive a new feature, Custody Net, to provide real time cash transactions. Also, State Street will close the books by the fifth business day. As of today, the July 31, 2017 invoice is not available.

There are no updates reported for the Fire Fighters contract as of July 1, 2015, the Teamsters, LIUNA, and LIUNA Representing the Professional Assistants and Security Personnel contracts as of July 1, 2016, and the United Public Service Employees Union (UPSEU) and Silver Shield contracts as of July 1, 2017.

Ms. Jones provided the Board a status update of the actuarial valuation report. Ms. Jones reiterated that the goal remains to approve the actuarial valuation report at the October 19, 2017 Retirement Board meeting.

APPROVAL OF PAYMENTS

Town of Greenwich, Connecticut			
Retirement September 30, 2017			
Payments to be Approved			
Reserve Fund			
V	Pensioners	September Payroll	\$ 2,453,011
	Refunds		
		Pension Payroll Fund Total	\$ 2,453,011
Expense Fund			
SV	Iron Mountain	August, 2017	\$ 68
	Patterson Belknap Webb & Tyler	Legal Services August 2017	\$ 6,866
	Boomershine Consulting	Invoice for August, 2017	\$ 12,663
		Expense Fund Total	\$ 19,597
Payroll			
PV	Retirement Administrator	September - Ms. Jones	\$ 11,284
		Staff Payroll Fund Total	\$ 11,284
		Grand Total	<u>\$ 2,483,892</u>

Upon a motion from Mr. Mynarski, seconded by Mr. Kordick, the Board voted 5-0-0 to approve the above payments for \$2,483,892.

RETIREES

The Board reviewed the retirement profiles for the two individuals listed below:

October 1, 2017

1. Kathy Kligler
2. Dorothea Reynolds

Upon a motion from Mr. Mynarski, seconded by Mr. Coyner, the Board voted 5-0-0 to approve, upon final calculation review, the retirements for the two individuals listed above for Retirement on October 1, 2017.

OLD BUSINESS

Investment Policy Statement

Andrew White and Steve Polito of Neuberger Berman (9:30 am) via conference call

The Retirement Board discussed the Investment Policy Statement, including Trustee edits through September 27, 2017. For Sections I and II, the major change was to review the Investment Policy Statement annually. Section III, there was extensive discussion on absolute and relative returns. The Board agreed to leave in the policy the Public Pension Peer comparison. This comparison will not serve as the objective of the Fund. The intent of market comparisons, risk analysis and time measurements is to clarify the items that will be monitored and reported. Neuberger Berman are focused on achieving the actuarial rate of return with the least amount of risk for the Plan.

There was an extensive discussion on Section IV, Investment Manager Guidelines, to outline the parameters for Neuberger Berman. It was noted that the prohibited investments are focused at the asset allocation level. The Retirement Board may grant permission for Neuberger Berman to enter prohibited investments with the request and approval process. Also, crypto currency was added to the list as a prohibited investment.

Section V, Target Asset Allocation and Rebalancing, was reviewed and discussed. The frequency of portfolio rebalancing to reach a long-term target was debated. Neuberger Berman will provide a continuous tactical allocation. The Trustees had different views of short-term tactical tilts and long-term policy targets. This topic will be reconsidered after Neuberger Berman's quarterly presentation. There were no changes to this section. The goal remains to have the Investment Policy Statement completed by January 1, 2018.

ADJOURNMENT

A motion to adjourn was made by Mr. Kordick, seconded by Mr. Wacek, and carried unanimously at 11:20 a.m.

Respectfully Submitted,

Atiya Jones, Secretary to the Board

Joseph Pellegrino, Chairman