

WAKEFIELD RETIREMENT BOARD

August 11, 2016

8:00 A.M.

MINUTES

The regular monthly meeting of the Wakefield Contributory Retirement Board was posted and held in the Second Floor Conference Room of the William J. Lee Memorial Town Hall, 1 Lafayette Street, Wakefield, MA, with Daniel Calore, Daniel Sherman and Philip Rogers, Sr. in attendance with Chairman Kevin Gill presiding. Also present was Board Administrator Cathy Cheek. Chairman Gill called the meeting to order at 8:00 a.m. Richard DeFelice arrived at 8:01 a.m.

APPROVAL OF MEETING MINUTES – July 14, 2016

Daniel Calore motioned to approve the minutes of the Board Meeting of July 14, 2016, seconded by Daniel Sherman and so voted with Chairman Gill abstaining.

APPROVAL OF CASH BOOKS

The Board Members were in receipt of the Cash reconciliation including bank statements, trial balance, Cash Receipts, Cash Disbursements, Adjusting Journal Entries and Cash Flow Forecast for the month of June 2016.

Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of June 2016, seconded by Philip Rogers, Sr. and so voted.

APPROVAL OF MEMBERSHIP CENSUS

The Board members were in receipt of the current membership census dated – 01/01/16 – 08/5/2016.

Approved new member Daniel P. Capriotti – DPW – 06/22/2016

Approved new member Mark G. Drees – WHA – 6/23/16

Approved new member Matthew J. Jarmusik – DPW – 8/2/16

Approved superannuation retirement benefits for James M. Peabody – DPW – 08/3/2016

Daniel Calore motioned to approve the Membership Census, seconded by Daniel Sherman and so voted.

MONTHLY BUDGET FOR JULY 2016

No discussion.

REQUEST TO REVISIT FACILITIES AND PROCUREMENT MANAGER GROUP

CLASSIFICATION

James Brown of the Wakefield Municipal Gas & Light Department and Attorney Neil Rossman appeared before the Board to discuss the group classification of the Facilities and Procurement Manager position at the Wakefield Municipal Gas & Light Department. The Board previously voted that this position would be classified as Group 1. Attorney Neil Rossman stated that this position would be supervising Group 4 employees and that managers and supervisors of Group 4 employees should be classified as Group 4. After a lengthy discussion Philip Rogers, Sr. motioned that the Facilities and Procurement Manager be classified as a Group 4, seconded by Daniel Calore. After discussion Daniel Sherman amended the motion that the Facilities and Procurement Manager to include the job description dated June 15, 2010 initialed by the union, seconded by Daniel Calore and so voted.

CORRESPONDENCE

The correspondence includes:

- A. PERAC Memo 18/2016 – Mandatory Retirement Board Member Training
- B. PERAC Memo 19/2016 – Cost of Living Increase for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors
- C. PERAC Memo 20/2016 – Reinstatement to Service under G.L. c. 32 § 105
- D. PERAC – 12th Emerging Issues Forum – September 15, 2016
- E. PERAC – 2015 Annual Report
- F. PERAC Pension News – August 2016 #43
- G. Mass Retirees – Windfall Elimination Provision update

Daniel Sherman motioned to approve \$75.00 each for travel expenses for Kevin Gill, Richard DeFelice and Daniel Sherman to attend the 12th Emerging Issues Forum on September 15, 2016 at the College of Holy Cross in Worcester, seconded by Philip Rogers, Sr. and so voted.

Daniel Sherman motioned to place all correspondence on file, seconded by Daniel Calore and so voted.

NEW/OLD BUSINESS

Daniel Sherman questioned Herrick. Cathy Cheek said she remembered talking about an interest rate it but she cannot find that a vote was taken. Dan Sherman asked that this be on the September agenda. Dan also asked about the PERAC valuation in which Cathy Cheek said she has submitted the result to PERAC.

Cathy Cheek reminded the Board that the election is August 25, 2016; reminded the Board about education credits; and said that Matt Maglio has been in numerous times regarding the overtime rate being included as regular compensation. PERAC has said that overtime rates can be included as regular compensation because since it was mandatory it became part of the job and can be included as regular compensation. Mr. Maglio interprets that to mean any mandatory overtime that the police are doing should be regular compensation.

Sherri Dalton thanked the Board for sending a plant when her father passed away.

Chairman Gill asked that Maglio be included on the next agenda under New/Old Business

WARRANTS

The Board members reviewed and signed the following Warrants: Warrant #16-7-2 in the amount of \$5,617.32; Warrant #16-7-3 in the amount of \$5,110.12; Warrant #16-7-4 in the amount of \$835,975.30; Warrant #16-7-5 in the amount of (\$1,152.83); Warrant #16-8-2 in the amount of \$289.89.

SEPTEMBER MEETING SCHEDULED

The next regular Retirement Board Meeting has been scheduled for Thursday, September 22, 2016 at 8:00 a.m.

ADJOURN

Daniel Calore motioned to adjourn the meeting at 9:33 a.m., seconded by Daniel Sherman and so voted.