



WAKEFIELD RETIREMENT BOARD

Thursday, January 18, 2018

8:00 A.M.

WILLIAM J. LEE MEMORIAL TOWN HALL

1 Lafayette Street, Wakefield, MA 01880

Second Floor Conference Room

PRESENT:	Kevin Gill, Chair Richard E. Smith Philip Rogers, Sr. Richard J. DeFelice Daniel Sherman Cathy Cheek, Board Administrator Sherri A. Dalton, Administrative Assistant	ALSO PRESENT:	Scott Huard Amy Rando
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----- TOPICS OF DISCUSSION -----

Call to Order	Chair Kevin Gill called the meeting to order at 8:00 a.m.
Retirement Board Second Member	Chair Kevin Gill welcomed new member Richard E. Smith as the Second Member to the Wakefield Retirement Board.
Scott Huard – Ordinary Disability Retirement	<p>Chair Kevin Gill said that the Retirement Board received information from the medical panel regarding the Ordinary Disability for Scott Huard and that the medical panel confirmed that this is an Ordinary Disability. Daniel Sherman motioned to approve the Ordinary Disability Application. Philip Rogers, Sr. seconded.</p> <p>Richard J. DeFelice arrived to the meeting at 8:03 a.m.</p> <p>Motion passed 5-0-0.</p>
Executive Session – Board Administrator Contract	<p>Daniel Sherman motioned to go in to Executive Session to discuss the Contract for the Board Administrator because an Open Meeting may have detrimental effect on the position of the Retirement Board with the intent of returning to Open Meeting. Philip Rogers, Sr. seconded. Motion passed on a roll call vote with all five members voting in the affirmative.</p> <p>The Board returned to Open Meeting at 9:00 a.m.</p>
Public Participation	No one was present for Public Participation.
Approval of Regular Minutes –	Daniel Sherman motioned to approve the December 21, 2017 Minutes as presented. Philip Rogers, Sr. seconded. Motion passed 4-0-1. Richard E. Smith abstained.

**December 21,
2017**

**Approval of
Executive
Minutes –
December 21,
2017**

Daniel Sherman motioned to approve the December 21, 2017 Minutes as presented. Philip Rogers, Sr. seconded. Motion passed 4-0-1. Richard E. Smith abstained.

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 November 2017. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of November 2017. Philip Rogers, Sr. seconded. Motion passed 5-0-0.

**Membership
Census**

The Board Members were in receipt of the current membership census dated 01/01/2017 – 01/12/2018.

Approved new member Karen Stern – Library – 01/01/2018

Approved new member Thomas Eagling – School – 01/01/2018

Approved new member Susan Berggren – School – 01/08/2018

Approve ASF transfer – Matthew R. Brophy – Town – 12/21/2017

Approved superannuation retirement benefits for Leane Ellis – Library – 01/01/2018

Approved superannuation retirement benefits for Kenneth Luciani – Light Department – 01/02/2018

Approved superannuation retirement benefits for Christine Sacco – School Department – 01/10/2018

Daniel Sherman motioned to approve the Membership Census as presented. Philip Rogers, Sr. seconded. Motion passed 5-0-0.

**Monthly
Budget**

Board Members were in receipt of the December 2017 Monthly Budget.

**DALA – Notice
of Appeal –
Michael
O’Sullivan**

Chair Kevin Gill asked the Board for a vote so that Attorney Michael Sacco can represent the Wakefield Retirement Board regarding the Notice of Appeal from DALA for Michael O’Sullivan. Daniel Sherman so motioned. Philip Rogers, Sr. seconded. Motion passed 5-0-0.

**Correspon-
den-
ce**

PERAC Memo 38/2017 – 2017 Disability Data

PERAC Memo 1/2018 - 2018 Limits under Chapter 46 of the Acts of 2002

PERAC Memo 2/2018 – 2018 Limits under Section 23 of Chapter 131 of the Acts of 2010

PERAC Memo 3/2018 – COLA Notice

PERAC Memo 4/2018 – Tobacco Company List

PRIM – Annual CAFR Report

DALA – Notice of Hearing – Patrick Jarvis

The Voice – January 2018

Daniel Sherman motioned to place all correspondence on file as presented. Richard J. DeFelice seconded. Motion passed 5-0-0.

**Matters Not
Anticipated
By The
Chairman
Within 48
Hours of
Meeting**

Sherri Dalton welcomed new Board Member Richard E. Smith and stated that Mr. Smith was sworn in at the Town Clerk's office. Mr. Smith's capacity on the Board will be that as an individual and is not in the capacity as the Police Chief and that the minutes will reflect the same.

**Warrant
Review and
Signing**

The Board members reviewed and signed the following Warrants: Warrant 18-1-1 in the amount of \$26,100.09

**Next Board
Meeting**

The next regular Retirement Board Meeting has been scheduled for Thursday, February 15, 2018 at 8:00 a.m.

Adjournment

Daniel Sherman motioned to adjourn at 9:09 a.m. Richard J. DeFelice seconded. Motion passed 5-0-0.

Respectfully submitted,



Sherri A. Dalton
Administrative Assistant