



WAKEFIELD RETIREMENT BOARD

Thursday, January 17, 2019

8:00 A.M.

WILLIAM J. LEE MEMORIAL TOWN HALL

1 Lafayette Street, Wakefield, MA 01880

Town Council Conference Room - Second Floor

BOARD MEMBERS PRESENT:	Kevin Gill, Chairperson Richard J. DeFelice Philip Rogers, Sr. Daniel Sherman Richard E. Smith	ADMINISTRATION PRESENT:	Administrative Assistant – Sherri A. Dalton Executive Director – Cathy Cheek
-------------------------------	--	--------------------------------	---

----- TOPICS OF DISCUSSION -----

Call to Order	Chairperson Kevin Gill called the meeting to order at 8:00 a.m.
Public Participation	There was no Public Participation.
Approval of Regular Minutes – December 13, 2018	Daniel Sherman motioned to approve the Regular Board Minutes of December 13, 2018. Philip Rogers, Sr. seconded. Motion passed 4-0-1 with Richard E. Smith abstaining.
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 2018. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of November 2018. Philip Rogers, Sr. seconded. Motion passed 5-0-0.
Membership Census	The Board Members were in receipt of the following current membership census dated 01/01/2018 – 12/31/2018. Daniel Sherman motioned to approve the Membership Census as presented. Richard E. Smith seconded. Motion passed 5-0-0. Approved ASF Transfer for Dorothy S. Karlin – Library – 12/13/2018 The Board Members noted with regret the death of Charles Austin - Police– 12/03/2018 The Board Members noted with regret the death of Mario Simeola – Town – 12/24/2018
Monthly Budget – December 2018	Board Members were in receipt of the December 2018 Monthly Budget.
PRIT Fund Redemption Form	Daniel Sherman motioned to approve the authorization for the MA Pension Reserves Investment Management Board for the redemption amount of \$500,000.00 to the Wakefield Retirement Board general allocation. Philip Rogers, Sr. seconded. Motion passed 5-0-0.

Correspondence	<p>PERAC Memo 34/2018 – Tobacco Company List</p> <p>PERAC Memo 35/2018 – 2018 Disability Data</p> <p>PERAC Memo 1/2019 – 840 CMR 10:10(3) & 10:15(4) – Annual Review of Medical Testing Fee</p> <p>PERAC Memo 2/2019 – Mandatory Retirement Board Member Training – 1st Quarter 2019</p> <p>PERAC Memo 3/2019 – 2019 Limits under Chapter 46 of the Acts of 2002</p> <p>PERAC Memo 4/2019 – 2019 Limits under Section 23 of Chapter 131 of the Acts of 2010</p> <p>PERAC Memo 5/2019 – COLA Notice</p> <p>The Voice – January 2019</p> <p>Conflict of Interest for 2019</p> <p>PERAC – Actuarial Valuation – January 1, 2018</p> <p>PRIT – Comprehensive Annual Financial Report Fiscal Year Ended June 30, 2018</p> <p>Philip Rogers, Sr. motioned to set the date of April 18, 2019 for the COLA hearing date for the Wakefield Retirement Board. Daniel Sherman seconded. Motion passed 5-0-0.</p> <p>Daniel Sherman motioned to place the Correspondence on file as presented. Philip Rogers, Sr. seconded. Motion passed 5-0-0.</p>
Monthly Refunds /Transfers / Makeups / Buybacks	<p>Daniel Sherman motioned to approve the ASF transfer of 3 years 6 months for Marybeth Brady-Buckley, School Department to the Swampscott Retirement Board. Philip Rogers, Sr. seconded. Motion passed 5-0-0.</p> <p>Daniel Sherman motioned to approve the ASF refunds of 3 years 10 months for Jonathan Boyson, Light Department; 4 years 0 months for Zachary Cipollo, DPW; 6 years 7 months for Stephen Conner, Library. Philip Rogers, Sr. seconded. Motion passed 5-0-0.</p>
Matters Not Anticipated By The Chair Within 48 Hours of Meeting	<p>There were no matters anticipated.</p>
Warrant Review and Signing	<p>The Board members reviewed and signed the following Warrants: Warrant 18-12-2 in the amount of \$9,041.55; Warrant 18-12-3 in the amount of \$5,240.12; Warrant 18-12-4 in the amount of \$906,970.84; Warrant 19-1-1 in the amount of \$26,664.39.</p>
Next Board Meeting	<p>The next regular Retirement Board Meeting has been scheduled for Thursday, February 21, 2019 at 8:00 a.m.</p>
Adjournment	<p>Daniel Sherman motioned to adjourn at 8:13 a.m. Richard E. Smith seconded. Motion passed 5-0-0.</p>

Respectfully submitted,



Sherri A. Dalton
Administrative Assistant