



# TOWN OF WAKEFIELD

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## RETIREMENT BOARD

Kevin Gill, Chair  
Sherri A. Dalton  
Dennis P. Fazio  
Erin Kokinda  
Daniel W. Sherman

Cathy Cheek, Executive Director, ccheek@wakefield.ma.us

NOTICE OF MEETING  
November 16, 2023 | 8:30 a.m.  
Via Zoom: <https://zoom.us/j/98995519412>

*Consistent with the Governor's orders extending certain provisions of the Open Meeting Law every effort will be made to allow the public to view and/or listen to the meeting in real time. If you do not have a camera or microphone on your computer you may use the following dial in number: 1-312-626-6799 Meeting ID 989 9551 9412. Please only use dial in or computer and not both as feedback will distort the meeting. This meeting will be audio and video recorded. In compliance with the Americans with Disability Act, this location is accessible to people with disabilities, Wakefield provides reasonable accommodations and/or language assistance free of charge upon request. If you are a person with a disability and require information or materials in an alternate format, or if you require any other accommodation, please contact the Town's Disability, William Renault-Town Engineer at 781-246-6308 as far in advance of the event as possible. Every effort will be made to grant your request. Advance notification will enable the Town to make reasonable arrangements to remove an accessibility barrier for you.*

### ITEM 1 | Call to Order

### ITEM 2 | Possible Executive Session

Possible Executive Session to discuss the DALA litigation because an Open Session may have detrimental effects on the position of the Wakefield Retirement Board, with the intent of returning to open session immediately thereafter.

### ITEM 3 | Meeting Minutes

- A. Approval of October 19, 2023 Regular Retirement Board Meeting Minutes
- B. Approval of October 19, 2023 Executive Session Board Meeting Minutes
- C. Approval of October 19, 2023 Executive Session Board Meeting Minutes

### ITEM 4 | Cash Books

Approval of September 2023 Cash Books

### ITEM 5 | Monthly Budget

October 2023

### ITEM 6 | Travel Request

PERAC – Admin Training, November 14, 2023

### ITEM 7 | Appointment of 5th Member

Interview of Applicants for the 5<sup>th</sup> Member



**ITEM 8 | Review Legal RFP Applicants**

Review Applicants for the Legal Services

**ITEM 9 | COLA Base**

Increase COLA Base

**ITEM 10 | New Members**

- A. Jack Stoppa - School, October 16, 2023
- B. Joseph Connell – DPW, October 23, 2023
- C. Christine Walsh – Housing Authority, October 23, 2023
- D. Melissa Olsen – School, October 24, 2023
- E. Uziel Estrada – School, October 30, 2023
- F. Shannon Maher – Light, October 30, 2023
- G. Brittany Andris – School, November 1, 2023
- H. Heidi-Jean Rossicone – School, November 6, 2023
- I. Nicole Chaitman – School, December 6, 2023

**ITEM 11 | Member Makeups per Ch. 32, §4(2)(c)**

- A. John Grossi, Jr., request to purchase Police Academy employment, 4 months
- B. John Malley, request to purchase Police Academy employment, 4 months
- C. Melissa Olsen, request to purchase part-time employment with the school dept, 1 year 8 months

**ITEM 12 | Warrants**

- A. Staff Payroll – 23-10-2 in the amount \$10,103.23
- B. Contrib Payroll – 23-10-3 in the amount of \$1,108,799.48
- C. Void Payroll – 23-10-4 in the amount of (\$4,290.66)
- D. A/P Warrant – 23-11-1 in the amount of \$3,053.14

**ITEM 13 | Correspondence**

- A. PERAC Memo 22/2023 – Appropriation Data Due October 31, 2023
- B PERAC Memo 23/2023 – Paid Family and Medical Leave (“PFML”) & Supplemental Payments
- C. PERAC Memo 24/2023 – Outsourced Chief Investment Officer (OCIO) Policy
- D. PERAC Memo 24a/2023 – Outsourced Chief Investment Officer (OCIO) Policy
- E. PERAC Memo 25/2023 – Cybersecurity Training
- F. PERAC 2022 Annual Report

G. PRIM – 2023 Mass PRIM Client Conference

H. PRIM – Private Equity Vintage Year 2024 Commitment Deadline

I. Michael Sacco – Smith Response

**ITEM 14 | Possible Executive Session**

Contract Negotiations - Executive Director

**ITEM 15 | Announcements & Acknowledgements**

**ITEM 16 | Next Regular Board Meeting**

Thursday, December 14, 2023 @ 8:30 a.m.

**ITEM 17 | Adjournment**