



TOWN OF WAKEFIELD

RETIREMENT BOARD

MEETING MINUTES

October 21st, 2021 | 8:30 a.m.

Via Zoom: <https://zoom.us/j/89208597363>

Board Members Present: Four (4) Board Members were present – Joseph P. Albert, Jr.; Sherri A. Dalton; Dennis P. Fazio and Daniel W. Sherman.

Board Members Absent: Kevin Gill

Staff Present: Cathy Cheek, Executive Director.

Call to Order: Acting Chairman Daniel W. Sherman called the meeting to order at 8:32 a.m.

Public Engagement: There was no public engagement.

Approval of Minutes: Sherri A. Dalton motioned to approve the September 16th, 2021 regular Retirement Board Meeting Minutes. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Cash Books: The Board Members were in receipt of the Cash Reconciliation including the two Eastern Bank statements and the two PRIT Investment statements, trial balance, Cash Receipts, Cash Disbursements, Adjusting Journal Entries and Cash Flow Forecast for the month of August 2021. Sherri A. Dalton motioned to approve the August 2021 Cash Books. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Monthly Budget: Board Members were in receipt of the September 2021 Monthly Budget.

New Member: Sherri A. Dalton motioned to approve the following new group 1 members in to the Wakefield Retirement System: Holly D'Ambrosio, School Department, September 1st, 2021; Kelly Dooher, School Department, September 1st, 2021; Daniela Holler, School Department, September 1st, 2021; Krista Marchand, School Department, September 1st, 2021; Ashley Newbegin, School Department, September 1st, 2021; Erin Porter, School Department, September 1st, 2021; Olivier Staco, School Department, September 1st, 2021; Emily Valentino, School Department, September 1st, 2021; Cameron Werth, School Department, September 1st, 2021; Susan Daly, School Department, September 7th, 2021; Stacy McCarthy, School Department, September 8th, 2021; Erin Maiolino, School Department, September 13th, 2021; Louis Canavan, School Department, September 16th, 2021; Bruce Worthington, School Department, September 23rd, 2021; Laura Dewart, School Department, October 4th, 2021; Lucinda Dias, School Department, October 5th, 2021. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Intent to Retire: Sherri A. Dalton motioned to acknowledge the intent to retire for Jane Gutowski-Connell, School Department, October 21st, 2021, 18 years 1-month creditable service. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.



Monthly Transfers: Sherri A. Dalton motioned to approve the transfers of Kari Miller, School Department, 6 years 4 months to MTRS. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote. Sherri A. Dalton motioned to approve the transfer of Daniel Pascucci, DPW, 5 years 8 months to Lowell. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Warrants: Sherri A. Dalton motioned to approve Warrant 21-9-2 Staff Payroll September in the amount of \$9,198.80; Warrant 21-9-3 Noncontrib September Payroll in the amount of \$3,097.48; Warrant 21-9-4 Contrib September Payroll in the amount of \$1,036,546.74; Warrant 21-10-1 A/P Warrant in the amount of \$48,053.62 as presented. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Correspondence: PERAC Memo 25/2021 – Tobacco Company List; PERAC Memo 26/2021 – Mandatory Retirement Board Member Training – 4th Quarter 2021; PERAC Memo 27/2021 – Appropriation Data Due October 31, 2021; PRIM – PEVY 2022 Notice to Systems. Sherri A. Dalton motioned to place the correspondence on file as presented. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Announcements & Acknowledgements: Sherri A. Dalton briefly discussed a COLA Article that was mentioned during the September 16th, 2021 Retirement Board Meeting. She asked that the Article be drafted and added to a future Retirement Board Meeting so that the Article is ready to submit for the Spring 2022 Town Meeting. Executive Director Cheek questioned if anyone had seen the PERAC email sent out this morning regarding buying back elected official service time. This memo will be on the November Retirement Board Meeting for discussion. Executive Director Cheek also discussed the purchasing of a desk top printer to replace her current desk top printer that no longer functions properly. The Board agreed for Executive Director Cheek to purchase a printer of her choosing.

Matters Not Anticipated: There were no unanticipated matters.

Next Regular Board Meeting: Thursday, November 18th, 2021 at 8:30 a.m.

Adjournment: Sherri A. Dalton motioned to adjourn at 8:55 a.m. Joseph P. Albert, Jr. seconded. Motion passed 4-0-0 by a roll call vote.

Respectfully submitted,



Cathy Cheek, Executive Director and Retirement Board Clerk