



# TOWN OF WAKEFIELD

## RETIREMENT BOARD

### MEETING MINUTES

December 9<sup>th</sup>, 2021 | 8:30 a.m.

Via Zoom: <https://zoom.us/j/84370766936>

**Board Members Present:** Kevin Gill; Joseph P. Albert, Jr.; Sherri A. Dalton; Dennis P. Fazio.

**Board Members Absent:** Daniel W. Sherman.

**Staff Present:** Cathy Cheek, Executive Director.

**Call to Order:** Chairman Gill called the meeting to order at 8:30 a.m.

**Public Engagement:** There was no public engagement.

**Approval of Minutes:** Kevin Gill motioned to table the November 18<sup>th</sup>, 2021 regular Retirement Board Meeting Minutes. Sherri A. Dalton 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 October 2021. Sherri A. Dalton motioned to approve the October 2021 Cash Books. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.

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

**Election of Chairman:** Sherri A. Dalton nominated Kevin Gill. Seeing no other nominations Sherri A. Dalton motioned to elect Kevin Gill as Chairman of the Retirement Board for 2022. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.

**Request for Section 9 Benefits:** Sherri A. Dalton motioned to accept and forward the request of Michelle Buckley-Ford for Section 9 benefits to PERAC. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.

**New Member:** Sherri A. Dalton motioned to approve the following new group 1 member in to the Wakefield Retirement System: Mary Beth Mola, Light Department, November 15<sup>th</sup>, 2021. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote. Sherri A. Dalton motioned to approve the following new group 1 member in to the Wakefield Retirement System: Theresa Greenberg, School Department, November 18<sup>th</sup>, 2021. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.

**Monthly Refunds:** Sherri A. Dalton motioned to approve the refund of Roberta Landauer, School Department, 1 year 10 months. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.



**Warrants:** Sherri A. Dalton motioned to approve Warrant 21-11-2 Staff Payroll November in the amount of \$13,610.70; Warrant 21-11-3 Noncontrib November Payroll in the amount of \$3,097.48; Warrant 21-11-4 Contrib November Payroll in the amount of \$1,065,256.61; A/P Warrant 21-12-1 in the amount of \$698.18 as presented. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.

**Correspondence:** The Voice – November 2021. Sherri A. Dalton motioned to place the correspondence on file as presented. Dennis P. Fazio seconded. Motion passed 4-0-0 by roll call vote.

**Announcements & Acknowledgements:** Sherri A. Dalton thanked Executive Director Cheek for the hard work she puts in daily and wished everyone a Merry Christmas.

**Matters Not Anticipated:** There were no unanticipated matters.

**Next Regular Board Meeting:** Thursday, January 13<sup>th</sup>, 2022 at 8:30 a.m.

**Adjournment:** Sherri A. Dalton motioned to adjourn at 8:47 a.m. Dennis P. Fazio seconded. Motion passed 4-0-0 by a roll call vote.

Respectfully submitted,



Cathy Cheek, Executive Director and Retirement Board Clerk