



TOWN OF WAKEFIELD

RETIREMENT BOARD

MEETING MINUTES

September 22nd, 2022 | 8:30 a.m.

Via Zoom: <https://zoom.us/j/86997768519>

Board Members Present: Kevin Gill; Sherri A. Dalton; Dennis P. Fazio; Daniel W. Sherman and Erin Kokinda

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: Daniel W. Sherman motioned to approve the August 18th, 2022 regular Retirement Board Meeting Minutes. Sherri A. Dalton seconded. Motion passed 4-0-1 by roll call vote with Daniel W. Sherman, Sherri A. Dalton, Dennis P. Fazio and Kevin Gill voting in favor of the motion. Erin Kokinda abstained.

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, General Ledger and Cash Flow Forecast for the month of July 2022. Daniel W. Sherman motioned to approve the July 2022 Cash Books. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

Monthly Budget: Board Members were in receipt of the August 2022 Monthly Budget.

Request for Section 9 Benefits – Medical Panel Results: The applicant submitted the request for Section 9 Benefit on April 20th, 2022. On July 1st, 2022 the applicant passed away. Sherri A. Dalton motioned to deny the request for Section 9 Benefits based on the medical panel report for Dorothy Crusco. Erin Kokinda seconded. Motion passed 5-0-0 by roll call vote.

Supplemental Regulations: The Board reviewed the proposed draft of the revised Supplemental Regulations. Sherri A. Dalton motioned to delete the last sentence under Disability Applications. Daniel W. Sherman seconded. Motion passed 4-1-0 by roll call vote with Sherri A. Dalton, Daniel W. Sherman, Dennis P. Fazio and Erin Kokinda voting in favor of the motion. Kevin Gill voted against the motion. Daniel W. Sherman made a few changes to the Membership section to read copy of birth certificate; strike “in the retirement system” and add “with the Town of Wakefield or Wakefield Housing Authority”; under Creditable Service a comma needs to be added after “creditable service” and before “if said member returns”. Kevin Gill stated the proposed regulations will be emailed to the Board’s attorney, Michael Sacco and emailed to Town Administrator Maio.

Travel Request: Daniel W. Sherman voted to approve the travel requests for Cathy Cheek in the amount of \$1,468.50; Sherri Dalton in the amount of \$1,483.50; and Erin Kokinda in the amount of \$1,468.50 to attend



the MACRS Conference from October 2nd, 2022 through October 5th, 2022. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

New Members: Daniel W. Sherman motioned to approve the following new members into the Wakefield Retirement System all as Group 1: Nicoleta Rouvalis, School Department, August 15th, 2022; Amanda DeRosa, Library, August 29th, 2022; Nicholas Williamson, Light Department, August 29th, 2022; Jihan Anjim, School Department, September 1st, 2022; Julie Budd, School Department, September 1st, 2022; Evan Burns, School Department, September 1st, 2022; Jennifer Cannella, School Department, September 1st, 2022; Nicole Chabre, School Department, September 1st, 2022; Jack Clay, School Department, September 1st, 2022; Angelique DeFeo, School Department, September 1st, 2022; Jake Goodchild, School Department, September 1st, 2022; Christina Loftus, School Department, September 1st, 2022; Elizabeth Lowry, School Department, September 1st, 2022; Stephanie Melendez, School Department, September 1st, 2022; Olivia Palmer, School Department, September 1st, 2022; Nathan Prospero, School Department, September 1st, 2022; Marie Ronan, School Department, September 1st, 2022; Katharine Weiner, School Department, September 1st, 2022; Lisa White, School Department, September 1st, 2022; David Lyford, School Department, September 6th, 2022; Dustin O'Brien, School Department, September 6th, 2022; Maiya Sah, School Department, September 6th, 2022; Jonathan Otano, School Department, September 7th, 2022; Jason Stone, Health & Human Services, September 7th, 2022. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

Intent to Retire: Daniel W. Sherman motioned to acknowledge the Intent to Retire for Dennis Gorman, Department of Public Works, 36 years 11 months, September 24th, 2022. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

Monthly Transfers: Daniel W. Sherman motioned to approve the transfer of Brandon Drebit, Wakefield Housing Authority to Haverhill, 7 years 5 months. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

Warrants: Daniel W. Sherman motioned to approve Warrant 22-8-3 August Staff Payroll in the amount of \$9,639.97; Warrant 22-8-4 Contrib August Payroll in the amount of \$1,086,518.94; Warrant 22-8-5 Void Contrib Payroll in the amount of (\$1,369.50); Warrant 22-9-1 A/P in the amount of \$49,423.94. Sherri A. Dalton seconded. Motion passed 5-0-0 by a roll call vote.

Correspondence: PERAC Memo 23/2022 – Vacation Buybacks as Regular Compensation; PERAC – 2021 Annual Report; PERAC Pension News – Sept 2022; The Voice – Sept 2022; Town Council – Regular Town Meeting; PRIM – PRIM Board Quarterly Update – Second Quarter 2022. Daniel W. Sherman motioned to place correspondence on file. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

Announcements & Acknowledgements: Kevin Gill welcomed new board member Erin Kokinda.

Matters Not Anticipated: Daniel W. Sherman questioned if PERAC said anything about Wakefield's Valuation Report. Executive Director Cheek stated Jim Lamenzo is in the process of preparing it.

Next Regular Board Meeting: Thursday, October 20th, 2022 at 8:30 a.m.

Adjournment: Daniel W. Sherman motioned to adjourn at 9:12 a.m. Sherri A. Dalton seconded. Motion passed 5-0-0 by a roll call vote.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Cathy Cheek", is positioned above the typed name. The signature is fluid and cursive.

Cathy Cheek, Executive Director and Retirement Board Clerk

APPROVED