



# TOWN OF WAKEFIELD

## RETIREMENT BOARD

Notice of Meeting Minutes: Retirement Board  
2023 May 18  
8:30 am Eastern Time  
Via Zoom

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

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

**Administration Present:** Executive Director Cheek.

**Executive Session:** At 8:30 a.m. Daniel W. Sherman moved to go into Executive Session to discuss an Accidental Disability Application, and to review litigation because an Open Session may have detrimental effects on the position of the Wakefield Retirement Board, with the intent of return to Open Session immediately thereafter. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

The Board returned to Open Session at 9:28 a.m. Daniel W. Sherman moved to approve Jason Skillings, Member's Application for Disability Retirement. Kevin Gill seconded. Motion passed 5-0-0 by roll call vote.

**Meeting Minutes:** Daniel W. Sherman moved to approve the April 20, 2023 regular Retirement Board meeting minutes as presented. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

**Cash Book:** 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 March 2023. Daniel W. Sherman moved to approve the March 2023 Cash Books. Sherri A. Dalton seconded. Motion passed 5-0-0 by a roll call vote.

**Monthly Budget:** Board Members were in receipt of the April 2023 Monthly Budget.

**New Members:** Daniel W. Sherman moved to approve membership of Alexa DeAngelis, School Department, May 8, 2023; and Renee Ward, Light Department, May 16, 2023, as group 1 employees with the Wakefield Retirement System. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.



**Intent to Retire:** Daniel W. Sherman moved to approve the Application for Voluntary Superannuation Retirement for Catherine Buckley, School Department, 27 years 9 months, June 25, 2023; and Susan Worden, School Department, 12 years 4 months, June 30, 2023. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

**Monthly Transfers:** Daniel W. Sherman moved to approve the transfer of the Superannuation account of Melanie Dineen, Health and Human Services Department, 4 years 7 months to Concord Retirement System. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

**Warrants:** Daniel W. Sherman moved to approve Warrant 23-4-3 April Staff Payroll for \$10,103.23; Warrant 23-4-4 NonContrib April Payroll for \$44.74; Warrant 23-4-5 April Contrib Payroll for \$1,069,380.02; A/P Warrant May for \$54,731.42. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

**Correspondence:** The Voice – May 2023. Daniel W. Sherman moved to place the correspondence on file as presented. Sherri A. Dalton seconded. Motion passed 5-0-0 by roll call vote.

**Next Regular Board Meeting:** Thursday, June 15, 2023 at 8:30 a.m.

**Adjournment:** Erin Kokinda moved to adjourn at 9:41 a.m. Daniel W. Sherman seconded. Motion passed 5-0-0 by roll call vote.

Respectfully submitted,

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Cathy Cheek,  
Executive Director and Retirement Board Clerk