



WAKEFIELD RETIREMENT BOARD

Thursday, December 13, 2018

8:00 A.M.

WILLIAM J. LEE MEMORIAL TOWN HALL

1 Lafayette Street, Wakefield, MA 01880

Town Council Conference Room - Second Floor

BOARD MEMBERS PRESENT:	Kevin Gill, Chairperson Daniel Sherman Philip Rogers, Sr. Richard J. DeFelice	ADMINISTRATION PRESENT:	Administrative Assistant – Sherri A. Dalton Executive Director – Cathy Cheek
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BOARD MEMBERS ABSENT: Richard E. Smith

----- TOPICS OF DISCUSSION -----

Call to Order	Chairperson Kevin Gill called the meeting to order at 8:00 a.m.
Public Participation	There was no Public Participation.
Approval of Regular Minutes – November 15, 2018	Daniel Sherman motioned to approve the Regular Board Minutes of November 15, 2018. Philip Rogers, Sr. seconded. Motion passed 3-0-1 with Richard J. DeFelice abstaining.
Cash Books	The Board Members were in receipt of the Cash Reconciliation including bank statements, trial balance, Cash Receipts, Cash Disbursements, Adjusting Journal Entries and Cash Flow Forecast for the month of October 2018. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of October 2018. Philip Rogers, Sr. seconded. Motion passed 4-0-0.
Membership Census	The Board Members were in receipt of the following current membership census dated 01/01/2018 – 12/07/2018. Daniel Sherman motioned to approve the Membership Census as presented. Philip Rogers, Sr. seconded. Motion passed 4-0-0. Approved new member Robin M. Aucella – Housing Authority – 11/05/2018 Approved new member Michele L. Faber – School – 11/07/2018 Approved ASF Transfer for Patrick R. Sullivan – Police – 11/15/2018 Approved ASF Transfer for Maureen E. Howlett – Housing – 11/15/2018 The Board Members noted with regret the death of Virginia Hopkins–School– 11/17/2018 The Board Members noted with regret the death of William Muse, Jr.–School– 11/23/2018
Monthly Budget – November 2018	Board Members were in receipt of the November 2018 Monthly Budget.

Election – Chairman 2019	Richard J. DeFelice motioned to nominate Kevin Gill as Chairman for 2019. Daniel Sherman seconded. Motion passed 3-0-1 with Kevin Gill abstaining.
Supplemental Regulatory Changes	Daniel Sherman motioned to amend the regulation regarding traffic supervisors to read “Creditable service for current members employed as Traffic Supervisors shall be allowed on the basis on one year of credit for three years of employment”. Philip Rogers, Sr. seconded. Motion passed 4-0-0.
Correspondence	<p>PERAC Memo 33/2018 – CRAB’s Order of Partial Stay Regarding Regular Compensation Status of Payments Made in Lieu of Unused Leave Time</p> <p>PERAC Pension Newsflash – PERAC Appoints Executive Director</p> <p>PERAC Pension News – November 2018</p> <p>Daniel Sherman motioned to place the Correspondence on file as presented. Philip Rogers, Sr. seconded. Motion passed 4-0-0.</p>
Monthly Refunds /Transfers / Makeups / Buybacks	<p>Daniel Sherman motioned to approve the request to purchase part-time employment with school department for Stacey McNeill of 1 year 9 months. Philip Rogers, Sr. seconded. Motion passed 4-0-0.</p> <p>Daniel Sherman motioned to approve the ASF transfer of 5 years 3 months for Dorothy Karlin. Philip Rogers, Sr. seconded. Motion passed 4-0-0.</p>
Matters Not Anticipated By The Chair Within 48 Hours of Meeting	There were no matters anticipated.
Warrant Review and Signing	The Board members reviewed and signed the following Warrants: Warrant 18-11-2 in the amount of \$13,574.81; Warrant 18-11-3 in the amount of \$5,240.12; Warrant 18-11-4 in the amount of \$901,637.14; Warrant 18-11-5 in the amount of \$(2,412.08); Warrant 18-12-1 in the amount of \$26,613.00.
Next Board Meeting	The next regular Retirement Board Meeting has been scheduled for Thursday, January 17, 2019 at 8:00 a.m.
Adjournment	Daniel Sherman motioned to adjourn at 8:09 a.m. Richard J. DeFelice seconded. Motion passed 4-0-0.

Respectfully submitted,



Sherri A. Dalton
Administrative Assistant