

## WAKEFIELD RETIREMENT BOARD

May 19, 2016

8:00 A.M.

### MINUTES

The regular monthly meeting of the Wakefield Contributory Retirement Board was posted and held in the Second Floor Conference Room of the William J. Lee Memorial Town Hall, 1 Lafayette Street, Wakefield, MA, with Daniel Sherman, Daniel Calore, Richard DeFelice and Philip Rogers, Sr. in attendance with Chairman Kevin Gill presiding. Also present was Board Administrator Cathy Cheek and the Clerk to the Wakefield Retirement Board Sherri Dalton. Chairman Gill called the meeting to order at 8:00 a.m.

#### APPROVAL OF MEETING MINUTES – April 21, 2016

Daniel Sherman motioned to approve the minutes of the Board Meeting of April 21, 2016, seconded by Philip Rogers, Sr. and so voted with Daniel Calore abstaining.

#### APPROVAL OF 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 March 2016.

Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of March 2016, seconded by Philip Rogers, Sr. and so voted.

#### APPROVAL OF MEMBERSHIP CENSUS

The Board members were in receipt of the current membership census dated – 01/01/16 – 05/13/2016.

Approved new member Sara J. Eriksen – Light – 01/01/2016

Approved new member Meagan F. Linton – Library – 4/20/16

Approved ASF Transfer – Jillian M. Balestrieri – School – 4/21/16

Approved ASF Transfer Danielle E. Metzler – School – 4/21/16

Approved ASF Withdrawal Ariel Muniz – School – 4/29/16

Approved ASF Withdrawal Emily R. Wagner – School – 4/29/16

The Board members noted with regret the death of Patricia Carlson – School – 4/16/16

The Board members noted with regret the death of Nancy Pasquale – Surv of Louis – 5/5/16

Daniel Sherman motioned to approve the Membership Census, seconded by Daniel Calore and so voted.

#### MONTHLY BUDGET FOR APRIL 2016

No discussion.

#### CORRESPONDENCE

The correspondence includes:

- A. PERAC Pension Newsflash – New Chief Auditor Appointed at PERAC
- B. PERAC Pension Newsflash – State Auditor Bump Appoints Timothy Dooling to PERAC
- C. PERAC Pension Newsflash – Governor Baker Signs PERAC Bill

Daniel Sherman motioned to place all correspondence on file, seconded by Richard DeFelice and so voted.

#### NEW/OLD BUSINESS

Richard DeFelice inquired if there was any update regarding his request on accident reports and disabilities. Cathy Cheek answered that she spoke with Human Resources and they will gather more information on accident reports.

Philip Rogers, Sr. informed the Board that the Wakefield Fire Department has a firefighter going to Iraq.

Cathy Cheek informed the Board of the date change for the training seminar and also informed the Board that she is working on the PERAC Valuation verifying 324 people and has to note any significant salary increase.

#### WARRANTS

The Board members reviewed and signed the following Warrants: Warrant #16-4-2 in the amount of \$900.00; Warrant #16-4-3 in the amount of \$5,471.92; Warrant #16-4-4 in the amount of \$5,050.12; Warrant #16-4-5 in the amount of \$845,464.44; Warrant #16-5-1A in the amount of \$0.00; Warrant #16-5-1 in the amount of \$14,380.94.

#### JUNE MEETING SCHEDULED

The next regular Retirement Board Meeting has been scheduled for Thursday, June 16, 2016 at 8:00 a.m.

#### ADJOURN

Daniel Sherman motioned to adjourn the meeting at 8:23 a.m., seconded by Daniel Calore and so voted.