

WAKEFIELD RETIREMENT BOARD

January 19, 2017

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 Calore, Daniel Sherman, Richard DeFelice and Philip Rogers, Sr. in attendance with Chairman Kevin Gill presiding. Also present was Board Administrator Cathy Cheek and Clerk to the Retirement Board Sherri A. Dalton. Chairman Gill called the meeting to order at 8:00 a.m.

ACCIDENTAL DISABILITY RETIREMENT – MICHAEL O’SULLIVAN

The Board members were in receipt of the Member’s Application for Disability Retirement and the Treating Physician’s Statement Pertaining to a Member’s Application for Disability Retirement for Michael O’Sullivan.

At 8:02 a.m. Daniel Sherman motioned to enter into Executive Session to potentially discuss the Member’s Application for Disability Retirement and the Treating Physician’s Statement Pertaining to a Member’s Application for Disability Retirement for Michael O’Sullivan with the intent of returning to open session, seconded by Richard DeFelice and so voted.

Roll Call

Philip Rogers, Sr. – yes

Daniel Calore – yes

Richard DeFelice – yes

Daniel Sherman – yes

Chairman Gill – yes

At 8:58 a.m. the Board entered back in to open session.

Richard DeFelice motioned for Michael O’Sullivan to submit a new Member’s Application for Disability Retirement, seconded by Philip Rogers, Sr.

After discussion regarding the motion, Richard DeFelice withdrew his motion.

Daniel Calore motioned to not accept the Member’s Application for Disability Retirement as presented, seconded by Daniel Sherman and so voted with Philip Rogers, Sr. voting no. Vote is 4-1; motion carries.

ACCIDENTAL DISABILITY RETIREMENT – ROBERT LYNCH

The Board members were in receipt of the Member’s Application for Disability Retirement and the Treating Physician’s Statement Pertaining to a Member’s Application for Disability Retirement for Robert Lynch.

At 9:00 a.m. Daniel Sherman motioned to enter into Executive Session to potentially discuss the Member’s Application for Disability Retirement and the Treating Physician’s Statement Pertaining to a Member’s Application for Disability Retirement for Michael O’Sullivan with the intent of returning to open session, seconded by Richard DeFelice and so voted.

Roll Call

Philip Rogers, Sr. – yes

Daniel Calore – yes

Richard DeFelice – yes

Daniel Sherman – yes

Chairman Gill – yes

At 9:30 a.m. the Board entered back in to open session.

Richard DeFelice motioned to accept the Member's Application for Disability Retirement and the Treating Physician's Statement Pertaining to a Member's Application for Disability Retirement for Robert Lynch and forward it to PERAC, seconded by Daniel Calore and so voted.

APPROVAL OF MEETING MINUTES – December 15, 2016

Daniel Sherman motioned to approve the minutes of the Board Meeting of December 15, 2016, seconded by Daniel Calore and so voted.

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 November 2016.

Daniel Calore motioned to accept as presented, the cash books and cash flow forecast for the month of November 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 – 01/13/17.

Approved new member Nicholas P. LaFauci, Jr. – DPW – 12/28/2016

Approved new member Sylvia M. Vaccaro – MGLD – 01/09/2017

Approved ASF Transfer – Victoria K. Slazar – School – 12/30/2016

Approved superannuation retirement benefits for Scott Huard – DPW – 11/09/2016

Daniel Calore motioned to approve the Membership Census, seconded by Philip Rogers, Sr. and so voted.

MONTHLY BUDGET FOR DECEMBER 2016

No discussion.

RFP FOR LEGAL SERVICES RECOMMENDATIONS

The Board members were in receipt of the recommendations for the RFP for Legal Services.

At 9:52 a.m. Richard DeFelice motioned to enter into Executive Session to discuss the recommendations for the RFP for Legal Services with the intent of returning to open session, seconded by Daniel Calore and so voted.

At 10:03 a.m. the Board entered back in to open session.

Daniel Sherman motioned to hire Attorney Michael Sacco as the Board's legal counsel for five years to use at the discretion of the Board, seconded by Daniel Calore and so voted with Richard DeFelice and Philip Rogers, Sr. voting no. Vote is 3-2. Motion carries.

The Board members instructed Cathy Cheek to send the details of the Patrick Jarvis case to Attorney Michael Sacco.

CORRESPONDENCE

The correspondence includes:

- A. PERAC Memo 27/2016 – Tobacco Company List
- B. PERAC Memo 28/2016 – 2016 Disability Data
- C. PERAC Memo 29/2016 – The Buyback of Call Firefighter Time
- D. PERAC Memo 30/2016 – 840 CMR 10:10(3) & 10:15(4) – Annual Review of Medical Testing Fee
- E. PERAC Memo 1/2017 – Update Public Records Law (Chapter 121 of the Acts of 2016)
- F. PERAC Memo 2/2017 – The Binding Effect of PERAC’s Memoranda on All Retirement Boards
- G. PERAC Memo 3/2017 – Limits under Chapter 46 of the Acts of 2002
- H. PERAC Memo 4/2017 – 2017 Limits under Section 23 of Chapter 131 of the Acts of 2010
- I. PERAC Memo 5/2017 – COLA Notice
- J. PERAC – Actuarial Valuation Report – January 1, 2016
- K. PRIM – Annual CAFR Report
- L. The Voice – January 2017

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

NEW/OLD BUSINESS

Sherri Dalton spoke regarding a comment that was made at the last meeting in reference to Cathy Cheek and herself being out of the office at the same time since Sherri is the backup for Cathy. Sherri told the Board that the time in question was when Cathy and Sherri both attended the MACRS Conference in the summer and that the Board voted and approved their travel together.

WARRANTS

The Board members reviewed and signed the following Warrants: Warrant #16-12-2 in the amount of \$8,363.49; Warrant #16-12-3 in the amount of \$5,110.12; Warrant #16-12-4 in the amount of \$850,904.11; Warrant #16-12-5 in the amount of \$6,093.01; Warrant #16-12-6 in the amount of \$0.00; Warrant #17-1-1 in the amount of \$19,118.87.

FEBRUARY MEETING SCHEDULED

The next regular Retirement Board Meeting has been scheduled for Thursday, February 16, 2017 at 8:00 a.m.

ADJOURN

Daniel Calore motioned to adjourn the meeting at 10:15 a.m., seconded by Philip Rogers, Sr. and so voted.