



## WAKEFIELD RETIREMENT BOARD

Thursday, May 17, 2018

8:00 A.M.

WILLIAM J. LEE MEMORIAL TOWN HALL

1 Lafayette Street, Wakefield, MA 01880

Second Floor Conference Room

<b>BOARD MEMBERS PRESENT:</b>	Kevin Gill, Chairperson Richard J. DeFelice Daniel Sherman Philip Rogers, Sr.	<b>ADMINISTRATION PRESENT:</b>	Administrative Assistant – Sherri A. Dalton Executive Director – Cathy Cheek
-------------------------------	--	--------------------------------	---

**BOARD MEMBERS NOT PRESENT:** Richard E. Smith

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

<b>Call to Order</b>	Chairperson Kevin Gill called the meeting to order at 8:00 a.m.
<b>Public Participation</b>	There was no Public Participation.
<b>Approval of Regular Minutes – April 19, 2018</b>	Chairperson Gill stated a correction needs to be made to the Cost of Living motion of the Regular Minutes of April 19, 2018. Daniel Sherman motioned to amend his motion by granting a 3% Cost of Living increase for Fiscal Year 2019 beginning July 1, 2018. Philip Rogers, Sr. seconded. Motion passed 4-0-0.
<b>Cash Books</b>	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 2018. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of March 2018. Philip Rogers, Sr. seconded. Motion passed 4-0-0.
<b>Membership Census</b>	<p>The Board Members were in receipt of the current membership census dated 01/01/2018 – 05/11/2018.</p> <p>Approved ASF Refund – Patrick J. Jarvis – Fire – 04/30/2018 The Board noted with regret the death of Robert Lynch – DPW – 04/24/2018</p> <p>Daniel Sherman motioned to approve the Membership Census as presented. Philip Rogers, Sr. seconded. Motion passed 4-0-0.</p>
<b>Monthly Budget – April 2018</b>	Board Members were in receipt of the April 2018 Monthly Budget.

**Travel Requests**

Daniel Sherman motioned to approve the travel request forms as presented for Cathy Cheek, Philip Rogers, Sr., Richard Smith and Sherri Dalton for attendance at the 2018 MACRS Annual Spring Conference from June 4, 2018 through June 6, 2018. Philip Rogers, Sr. seconded. Motion passed 4-0-0.

**Correspondence**

Michael Sacco – PERAC Memo 17 and Boelter v. Board of Selectmen of Wayland

Michael Sacco – Update on Vernava Decision and PERAC Memo #17

Daniel Sherman motioned for the Board to not take any deductions going forward for vacation and sick time taken in conjunction with Workers' Compensation benefits as regular compensation. Philip Rogers, Sr. seconded. Motion passed 4-0-0.

MACRS – Annual Spring Conference June 4-6, 2018

DALA – Patrick Jarvis – Order of Dismissal

DALA – Robert Lynch – First Pre-Hearing Order

The Voice – May 2018

Daniel Sherman motioned to place all correspondence on file as presented. Philip Rogers, Sr. seconded. Motion passed 4-0-0.

**Matters Not Anticipated By The Chair Within 48 Hours of Meeting**

Daniel Sherman – reached out to the Ethics Commission regarding being the Actuary for the Wakefield Retirement Board. The Ethics Commission did not have a problem with that. Mr. Sherman stated he also reached out to Powers & Sullivan and they stated they will not accept his numbers. Philip Rogers, Sr. stated that he would like to stay with James Lamenza.

Richard J. DeFelice - questioned mandatory on call overtime and said that he was approached by employees of the WMGLD. Cathy Cheek replied that she has not been contacted by any employees and if any employees have questions they need to contact her. Mr. DeFelice also asked if there was any way to open up the Veteran's Buy-Back after the timeframe has gone by for veterans to buy-back their time right before they retire. Chairperson Gill and Daniel Sherman both responded that the Wakefield Retirement Board has no legal authority. Cathy Cheek again responded that no employees have come to her with any questions about Veteran's Buy-Back.

Daniel Sherman motioned to accept the Refunds, Transfer In and Transfer Out as presented for Karen Coneeny, Tia Forlizzi and Lois Jarema Benjamin. Philip Rogers, Sr. seconded. Motion passed 4-0-0.

**Refunds /Transfer In / Transfer Out / Makeups**

Daniel Sherman motioned to accept the Makeups as presented for Thomas Crusco, Jr. and Michael McCarthy. Philip Rogers, Sr. seconded. Daniel Sherman questioned if the time Michael McCarthy is buying back includes his State time and Cathy Cheek explained that it does not. Mr. McCarthy has been given an estimate of his State time to buy back but he has not requested that yet. Mr. McCarthy can request to buy back his State time at any point. Mr. McCarthy is currently buying back his Light Commissioner time for a total of \$472.00 which will give him 20 years and 11 months of creditable service. Motion passed 4-0-0.

**Intent to**

The Board noted the Intent to Retire for Joyce Passerini and Cynthia Linscott.

## **Retire**

### **Warrant Review and Signing Next Board Meeting**

The Board members reviewed and signed the following Warrants: Warrant 18-4-2 in the amount of \$10,152.86; Warrant 18-4-2 in the amount of \$5,170.12; Warrant 18-4-4 in the amount of \$925,381.80; Warrant 18-5-1 in the amount of \$18,506.95.

The next regular Retirement Board Meeting has been scheduled for Thursday, June 21, 2018 at 8:00 a.m.

### **Adjournment**

Daniel Sherman motioned to adjourn at 8:53 a.m. Richard J. DeFelice seconded. Motion passed 4-0-0.

Respectfully submitted,



---

Sherri A. Dalton  
Administrative Assistant