



## WAKEFIELD RETIREMENT BOARD

Thursday, July 18, 2019

8:00 A.M.

WILLIAM J. LEE MEMORIAL TOWN HALL

1 Lafayette Street, Wakefield, MA 01880

Town Council Conference Room - Second Floor

<b>BOARD MEMBERS PRESENT:</b>	Kevin Gill, Chairman Daniel Sherman Richard E. Smith	<b>ADMINISTRATION PRESENT:</b>	Administrative Assistant – Sherri A. Dalton Executive Director – Cathy Cheek
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**BOARD MEMBERS ABSENT:** Richard J. DeFelice

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

<b>Call to Order</b>	Chairman 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 – June 20, 2019</b>	Daniel Sherman motioned to approve the Regular Board Minutes of June 20, 2019 as presented. Kevin Gill seconded. Motion passed 2-0-1 with Richard E. Smith abstaining.
<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 May 2019. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of May 2019. Richard E. Smith seconded. Motion passed 3-0-0.
<b>Membership Census</b>	<p>The Board Members were in receipt of the following current membership census dated 01/01/2019 – 07/12/2019. Daniel Sherman motioned to approve the Membership Census as presented. Richard E. Smith seconded. Motion passed 3-0-0.</p> <p>Approved new member Timothy W. Wilson - DPW – 07/01/2019 Approved new member Julie A. Cushman – School – 07/08/2019 Approved superannuation retirement benefits for Susan Serino – School – 06/20/2019 Approved superannuation retirement benefits for Gayle Wettach – School – 06/20/2019 Approved superannuation retirement benefits for Denise Yasi – School - 06/20/2019 Approved superannuation retirement benefits for Rosemary Dellanno– Fire – 06/29/2019 Approved superannuation retirement benefits for Clifford Perry – Police – 07/05/2019 Approved superannuation retirement benefits for Karen Pierce – Light – 07/06/2019 Approved superannuation retirement benefits for Richard Stinson – DPW – 07/06/2019 Board Members noted with regret the death of Charles Reynolds – Police – 06/15/2019</p>
<b>Monthly Budget – June 2019</b>	Board Members were in receipt of the June 2019 Monthly Budget.

<b>Accidental Disability Application – Robert Wieczorek</b>	Board Members were in receipt of and reviewed the Accidental Disability Application for Robert Wieczorek. Chairman Gill stated the purpose at this meeting is only to determine whether the Board wants to refer the application to counsel and/or have a hearing. To be in compliance with the Open Meeting Law there cannot be any discussion in open session or executive session regarding the medical aspects/merits of the application since the Board is limited to what can be discussed in open session and/or executive session. Richard E. Smith motioned to forward the Accidental Disability Application and all medical records to Board counsel Attorney Michael Sacco with a request to pay special attention to the May 24, 2018 independent medical review by Brian Kwon, M.D. Kevin Gill seconded. Motion passed 3-0-0.
<b>COLA Base</b>	Kevin Gill asked Daniel Sherman to run additional numbers and bring the breakdown back to the Board.
<b>Correspondence</b>	<p>Daniel Sherman motioned to place the Correspondence on file as presented. Richard E. Smith seconded. Motion passed 3-0-0.</p> <p>PERAC Memo 18/2019 – Audits</p> <p>The Voice – July 2019</p>
<b>Monthly Refunds/Transfers/Makeups/Buybacks</b>	<p>Daniel Sherman motioned to approve the ASF refund of 8 years 0 months for Michele Faber, School Department. Richard E. Smith seconded. Motion passed 3-0-0.</p> <p>Daniel Sherman motioned to approve the ASF refund of 1 year 8 months for Anna Marshall, School Department. Richard E. Smith seconded. Motion passed 3-0-0.</p>
<b>Matters Not Anticipated By The Chair Within 48 Hours of Meeting</b>	There were no matters unanticipated.
<b>Announcements and Acknowledgements</b>	<p>Every two (2) years, all Board Members and municipal employees must complete a conflict of interest law online training program and print the certificate of completion. In addition, every year all Board Members and municipal employees must sign the summary of conflict of interest. Certificates of completion and summaries have not been received by the retirement office and Board Members were asked to forward them.</p> <p>Daniel Sherman inquired if the Retirement Board has received any interest for the two open positions as Board Members. Nomination papers have been received by the retirement office for the position that will be vacated in August 2019 and will be disclosed at the August meeting. No papers were received by the retirement office for the other position. Board Members discussed submitting a stipend article at Town Meeting to entice members of the retirement system to become Board Members.</p>
<b>Warrant Review and Signing</b>	The Board members reviewed and signed the following Warrant: Warrant 19-6-2 in the amount of \$10,537.52; Warrant 19-6-3 in the amount of \$5,240.12; Warrant 19-6-4 in the amount of \$902,026.41; Warrant 19-7-1A in the amount of \$0.00; Warrant 19-7-1 in the amount of \$2,283.04.
<b>Next Board Meeting</b>	The next regular Retirement Board Meeting has been scheduled for Thursday, August 15, 2019 at 8:00 a.m.

**Adjournment** Daniel Sherman motioned to adjourn at 8:48 a.m. Richard E. Smith seconded. Motion passed 3-0-0.

Respectfully submitted,



Sherri A. Dalton  
Administrative Assistant