



WAKEFIELD RETIREMENT BOARD

Thursday, August 15, 2019

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, Chairman Richard J. DeFelice Daniel Sherman Richard E. Smith	ADMINISTRATION PRESENT:	Administrative Assistant – Sherri A. Dalton Executive Director – Cathy Cheek
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----- TOPICS OF DISCUSSION -----

Call to Order	Chairman Kevin Gill called the meeting to order at 8:00 a.m.
Public Participation	There was no Public Participation.
Approval of Regular Minutes – July 18, 2019	Daniel Sherman motioned to approve the Regular Board Minutes of July 18, 2019 as presented. Richard E. Smith 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 June 2019. Richard J. DeFelice motioned to accept as presented, the cash books and cash flow forecast for the month of June 2019. Daniel Sherman seconded. Motion passed 4-0-0.
Membership Census	The Board Members were in receipt of the following current membership census dated 01/01/2019 – 08/09/2019. Daniel Sherman motioned to approve the Membership Census as presented. Richard E. Smith seconded. Motion passed 4-0-0. Approved new member Brigid A. Black - Library – 05/28/2019 Approved ASF Rollover for Kristine M. Collins – School – 07/31/2019 Approved ASF Rollover for Michele L. Faber – School – 07/31/2019 Approved ASF Refund for Anna Marshall – School – 07/31/2019 Board Members noted with regret the death of Jino DiNanno – Police – 07/21/2019 Board Members noted with regret the death of Julia Cassaro – Accounting – 07/25/2019
Monthly Budget – July 2019	Board Members were in receipt of the July 2019 Monthly Budget.
Hearing Date - Robert Wiczorek	Daniel Sherman motioned to set the hearing date of September 19, 2019 at 8:00 a.m. for the Accidental Disability Application of Robert Wiczorek. Richard E. Smith seconded. Motion passed 4-0-0. Daniel Sherman motioned to appoint Kevin Gill as the Hearing Officer. Richard J. DeFelice seconded. Motion passed 4-0-0.

Election Declaration / First Member	Richard J. DeFelice motioned to declare Joseph Albert, Jr. as the First Member to the Wakefield Retirement Board with a term effective September 1, 2019 and expire on August 31, 2022. Daniel Sherman seconded. Motion passed 4-0-0.
Appointment of Election Officers	Kevin Gill motioned to appoint Cathy Cheek and Sherri Dalton as the Election Officers for the November 26, 2019 Election of the 2 nd Member. Richard J. DeFelice seconded. Motion passed 4-0-0.
Travel Requests	Daniel Sherman motioned to approve the mileage travel requests in the amount of \$52.20 for Cathy Cheek and \$52.20 for Sherri Dalton to attend the PERAC Administrator's Training on November 20, 2019 in Westborough. Richard E. Smith seconded. Motion passed 4-0-0.
Correspondence	<p>Daniel Sherman motioned to place the following Correspondence on file as presented. Richard J. DeFelice seconded. Motion passed 4-0-0.</p> <p>PERAC Memo 19/2019 – Mandatory Retirement Board Member Training – 3rd Quarter 2019</p> <p>PERAC Memo 20/2019 - Reinstatement to Service under G.L. c. 32 § 105</p> <p>PERAC Memo 21/2019 - Cost of Living Increase for Supplemental Dependent Allowance Paid to Accidental Disability Retirees and Accidental Death Survivors</p> <p>PERAC Administrators' Training – August 15, October 31 and November 20, 2019</p> <p>PERAC – Emerging Issues Forum – September 12, 2019</p> <p>PERAC Pension News – July 2019</p> <p>PERAC – 2018 Annual Report</p>
Monthly Refunds/Transfers/Makeups/Buybacks	<p>Daniel Sherman motioned to approve the ASF refund of 2 years 9 months for Dean Marsinelli, Fire Department. Richard J. DeFelice seconded. Motion passed 4-0-0.</p> <p>Daniel Sherman motioned to approve the ASF transfer of 4 years 4 months for Joyce Reilly, School Department. Richard J. DeFelice seconded. Motion passed 4-0-0.</p> <p>Daniel Sherman motioned to approve Julie Cushman's request to purchase part-time school employment of 2 months. Richard J. DeFelice seconded. Motion passed 4-0-0.</p> <p>Daniel Sherman motioned to approve Brigid Black's request to purchase part-time library employment of 4 months. Richard J. DeFelice seconded. Motion passed 4-0-0.</p>
Matters Not Anticipated By The Chair Within 48 Hours of Meeting	Richard J. DeFelice inquired if the packets would be available on the Town's website since all the information is public record. Chairman Gill stated that packet information will be on the September agenda for discussion.
Announcements and Acknowledgem	Chairman Gill thanked Richard J. DeFelice for his years of service on the Retirement Board.

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**Warrant
Review and
Signing**

The Board members reviewed and signed the following Warrant: Warrant 19-7-2 in the amount of \$8,762.52; Warrant 19-7-3 in the amount of \$5,310.12; Warrant 19-7-4 in the amount of \$945,072.65; Warrant 19-7-5 in the amount of \$(1,970.05); Warrant 19-8-1 in the amount of \$6,355,855.00; Warrant 19-8-2 in the amount of \$10,583.02.

**Next Board
Meeting**

The next regular Retirement Board Meeting has been scheduled for Thursday, September 19, 2019 at 8:00 a.m.

Adjournment

Daniel Sherman motioned to adjourn at 8:21 a.m. Richard E. Smith seconded. Motion passed 4-0-0.

Respectfully submitted,



Sherri A. Dalton
Administrative Assistant