



WAKEFIELD RETIREMENT BOARD

Thursday, September 19, 2019

8:00 A.M.

William J. Lee Memorial Town Hall

1 Lafayette Street, Wakefield, MA. 01880

First Floor Conference Room

BOARD MEMBERS PRESENT:	Kevin Gill, Chairman Joseph P. Albert, Jr. Daniel Sherman	ADMINISTRATION PRESENT:	Administrative Assistant – Sherri A. Dalton Executive Director – Cathy Cheek
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BOARD MEMBERS ABSENT: Richard E. Smith

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

Call to Order Chairman Kevin Gill called the meeting to order at 8:00 a.m.

Hearing – Accidental Disability Application At 8:19 a.m. Chairman Gill opened the hearing for the Accidental Disability Application on Robert Wiczorek and stated there is a need for Executive Session to discuss the Accidental Disability Application because an open meeting may have detrimental effects on the position of the Town, with the intent of returning to open session. Daniel Sherman so motioned. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0 on a roll call vote with all three board members present voting in the affirmative.

The Board returned to open session at 8:32 a.m.

Daniel Sherman motioned to forward the Accidental Disability Application on Robert Wiczorek to the medical panel as stated on the application. Joseph P. Albert, Jr. seconded. Chairman Gill asked the Board if they have any specific questions that they would like to ask the medical panel for clarification, to forward the questions to Cathy by tomorrow. Motion passed 3-0-0.

Attorney McKenna asked that a copy of any questions that the Board forwards to the medical panel be sent to him.

Accidental Death Benefits At the request of the applicant Mae C. Reynolds, Daniel Sherman motioned to table the application of Mae C. Reynolds for survivor benefits under the terms of Chapter 32, Section 9. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Public Participation There was no Public Participation.

Approval of Regular Minutes – August 15, 2019 Daniel Sherman motioned to approve the Regular Board Minutes of August 15, 2019 as presented. Kevin Gill seconded. Motion passed 2-0-1 with Joseph P. Albert, Jr. abstaining.

Cash Books

The Board Members were in receipt of the Cash Reconciliation including the two Eastern Bank statements and the two PRIT Investment statements, trial balance, Cash Receipts, Cash Disbursements, Adjusting Journal Entries and Cash Flow Forecast for the month of July 2019. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of July 2019. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Membership Census

The Board Members were in receipt of the following current membership census dated 01/01/2019 – 09/13/2019. Daniel Sherman motioned to approve the Membership Census as presented. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Approved new member Stephen K. Sonier - DPW – 08/15/2019

Approved new member Peter J. Collins – Light - 08/19/2019

Approved new member Marybeth Brady-Buckley – School – 9/01/2019

Approved new member Julie M. Budd – School – 09/01/2019

Approved new member Michele A. Dowd – School – 09/01/2019

Approved new member Elissa A. Lauer – School – 09/01/2019

Approved new member Dorothy A. Maffe – School – 9/01/2019

Approved new member Kevin T. Murray – School – 09/01/2019

Approved new member Jessica M. Plante – School – 09/01/2019

Approved new member Carly M. Sexton – School – 09/01/2019

Approved new member Jessica L. Tocio – School – 09/01/2019

Approved new member Maureen M. Woish – School – 09/01/2019

Approved new member Stephany Xavier – School – 9/01/2019

Approved new member Paula J. Zagarella – School – 09/01/2019

Approved new member Stephanie N. Thornwall-Catalini – Library – 09/03/2019

Approved ASF Transfer for Joyce L. Reilly – School – 08/15/2019

Approved ASF Rollover for Dean M. Marsinelli – Fire – 08/30/2019

Approved superannuation retirement benefits for Eugene Sullivan, Jr. – Light – 08/10/2019

Board Members noted with regret the death of Mary Lally – School – 09/08/2019

Monthly Budget – August 2019

Board Members were in receipt of the August 2019 Monthly Budget.

Travel Requests

Daniel Sherman motioned to approve the travel requests of Cathy Cheek in the amount of \$1,341.20 to attend the MACRS Annual Fall Conference from September 29, 2019 through October 2, 2019 at the Sheraton Hotel in Springfield and Sherri Dalton in the amount of \$1,341.20 to attend the MACRS Annual Fall Conference from September 29, 2019 through October 2, 2019 at the Sheraton Hotel in Springfield. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Board Meeting Material

The Board took no action regarding the posting of meeting material to the website.

Regular Town Meeting

Any department wishing to submit articles for the Regular Town Meeting that begins on Monday, November 18, 2019 at 7:00 p.m. needs to submit them to the Town Administrator's office by 4:30 p.m. on October 10, 2019. Daniel Sherman motioned for the Retirement Board to submit an article to be included on the Regular Town Meeting Warrant to increase the amount to \$12,000.00 for all individuals receiving Section 101 Surviving Spouses of Disabled Employees benefits. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0. Daniel Sherman motioned for the Retirement Board to submit an article to be included on the Regular Town Meeting Warrant to increase retirement board member compensation from \$0.00 to \$3,000.00 annually. Joseph P. Albert, Jr. seconded. Motion

passed 3-0-0.

Correspondence Daniel Sherman motioned to place the following Correspondence on file as presented. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

MACRS – Annual Fall Conference – September 29, 2019 – October 2, 2019
PRIM – Mass PRIM’s Michael Trotsky to Receive Lifetime Achievement Award

Mass Retirees – Mass Retirees Annual Meeting

The Voice – September 2019

Monthly Refunds/Transfers/Makeups/Buybacks Daniel Sherman motioned to approve the ASF refund of 10 years 7 months for Sean Giampa, Fire Department. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Daniel Sherman motioned to approve the request of Christopher Lenner to purchase part-time light, library and DPW employment, 1 year 2 months. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Matters Not Anticipated By The Chair Within 48 Hours of Meeting Daniel Sherman motioned to correct the date for submission of nomination papers for the second member of the retirement board from October 14, 2019 since that day is a holiday to October 15, 2019. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Announcements and Acknowledgements Sherri Dalton – spoke regarding the process of board member material and stated that she would talk on this subject more at the October board meeting.

Cathy Cheek – informed the board that the Retirement Board will be audited next month.

Warrant Review and Signing The Board members reviewed and signed the following Warrants: Warrant 19-8-3 in the amount of \$10,312.52; Warrant 19-8-4 in the amount of \$5,310.12; Warrant 19-8-5 in the amount of \$978,517.29; Warrant 19-8-6 in the amount of \$(1,633.52); Warrant 19-8-6A in the amount of \$0.00; Warrant 19-9-1 in the amount of \$4,474.62.

Next Board Meeting The next regular Retirement Board Meeting has been scheduled for Thursday, October 17, 2019 at 8:00 a.m.

Adjournment Daniel Sherman motioned to adjourn at 8:48a.m. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Respectfully submitted,



Sherri A. Dalton
Administrative Assistant