



**TOWN OF
WAKEFIELD**

WAKEFIELD RETIREMENT BOARD

Thursday, December 12, 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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----- 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 – November 21, 2019	Daniel Sherman motioned to approve the Regular Board Minutes of November 21, 2019 as presented. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.
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 October 2019. Daniel Sherman motioned to accept as presented, the cash books and cash flow forecast for the month of October 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 – 12/06/2019. Daniel Sherman motioned to approve the Membership Census as presented. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0. Approved new member Jack G. Clay – School – 11/18/2019 Approved ASF Transfer for Richard L. Fedele – Light Department – 11/21/2019 Approved ASF Refund for Deborah M. Binnig – School Department – 11/29/2019 Board Members noted with regret the death of Chester Confalone - DPW – 11/15/2019 Board Members noted with regret the death of Donald Curran – Light Department – 11/24/2019 Board Members noted with regret the death of John G. Haggerty – Light Department – 11/26/2019 Board Members noted with regret the death of Marie Crouse – School Department – 12/02/2019
Monthly Budget – November 2019	Board Members were in receipt of the November 2019 Monthly Budget.

Election of Second Member	<p>Daniel Sherman motioned to set March 26, 2020 as the date for the election of the second member. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p> <p>Daniel Sherman motioned to appoint Cathy Cheek and Sherri Dalton as the Election Officers for the March 26, 2020 election of the second member. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p>
Election of Chairman	<p>Daniel Sherman motioned to nominate Kevin Gill as Chairman for the Retirement Board for 2020. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p>
Member Makeups per Chapter 32 §3(5)	<p>Kevin Gill motioned to set a policy whereas the Wakefield Retirement Board will not accept non-membership employment with other communities. Daniel Sherman seconded. Motion passed 2-1-0 with Joseph P. Albert, Jr. voting against the motion.</p>
Intent to Retire	<p>Board Members noted the intent to retire for Sandra Gass, Wakefield Housing on January 3, 2020.</p> <p>Board Members noted the intent to retire for Lois Celona, School on January 5, 2020.</p> <p>Board Members noted the intent to retire for Marie Chirichiello, School on January 5, 2020.</p> <p>Board Members noted the intent to retire for Jane McConnell, School on January 8, 2020.</p> <p>Board Members noted the intent to retire for Maryann DeVito, School on February 1, 2020.</p>
Option C Survivor Benefits	<p>Daniel Sherman motioned to approve Option C Survivor benefits for Martha Confalone, survivor of Chester Confalone, DPW, date of death November 15, 2019. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p> <p>Daniel Sherman motioned to approve Option C Survivor benefits for Gail N. Haggerty, survivor of John G. Haggerty, Light Department, date of death November 26, 2019. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p>
Member Makeups – per Chapter 32 §3(5)	<p>As per the policy just previously approved regarding member makeups per Chapter 32 §3(5), Daniel Sherman motioned to deny the request from Anna Amatucci, DPW, to purchase 2 years, 6 months of part-time employment in Winchester. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p>
Member Makeups – per Chapter 32 §4(2)(c)	<p>Daniel Sherman motioned to approve the request from Kathleen Comeau, School, to purchase 4 months of part-time employment with School Department. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p> <p>Daniel Sherman motioned to approve the request from Dorothy Maffe, School, to purchase 1 year, 6 months of part-time employment with School Department. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p> <p>Daniel Sherman motioned to approve the request from Fon Wei Teh, School, to purchase 1 year, 7 months of part-time employment with School Department. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.</p> <p>Daniel Sherman motioned to approve the request from Maureen Woish, School, to purchase 3</p>

years, 10 months of part-time employment with School Department. 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.

A. Michael Sacco – Staff Announcements

B. Mass Retirees – Public Retirees Alliance

C. PRIM – PRIT Fund Fiscal Year 2019 GIPS Compliant Presentation

Matters Not Anticipated By The Chair Within 48 Hours of Meeting There were no matters unanticipated.

Announcements and Acknowledgements There were no Announcements and Acknowledgements.

Warrant Review and Signing The Board members reviewed and signed the following Warrants: Warrant 19-11-2 in the amount of \$14,318.79; Warrant 19-11-3 in the amount of \$5,310.12; Warrant 19-11-4 in the amount of \$1,012,938.06; Warrant 19-11-4A in the amount of \$0.00; Warrant 19-12-1 in the amount of \$587.19; Warrant 19-12-1A in the amount of \$(8,350.83).

Next Board Meeting The next regular Retirement Board Meeting has been scheduled for Thursday, January 16, 2020 at 8:00 a.m.

Adjournment Kevin Gill motioned to adjourn at 8:36 a.m. Joseph P. Albert, Jr. seconded. Motion passed 3-0-0.

Respectfully submitted,



Sherri A. Dalton
Retirement Board Clerk