

**HAMPDEN COUNTY REGIONAL
RETIREMENT BOARD**

**MINUTES OF MEETING
APRIL 6, 2022**

The regular monthly meeting of the Hampden County Regional Retirement Board took place at the Agawam Corporate Center, 67 Hunt Street, Suite 116, Agawam, Massachusetts. The meeting was conducted through Zoom Remote Meeting and in person at the Retirement Board office. The Chairman called the meeting to order at 10:02 A.M.

THOSE BOARD MEMBERS IN ATTENDANCE:

Karl J. Schmaelzle, Chairman/Treasurer present in office
Robert Taylor, Member – present in office
Patrick E. O’Neil, Member – present in office
Michelle L. Hill, Member - present in office

BOARD STAFF IN ATTENDANCE:

Atty. Alfredo ViVenzio – Co-Counsel present in office
Karen Martin, Executive Director present in office

Also viewing the meeting via Zoom were various members of the public, including town officials from the members units.

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the Executive Session minutes from the Nov 29, 2021, and December 30, 2021, board meetings, Mr. Schmaelzle seconded the motion, and the roll call was: Ms. Hill – abstained; Mr. O’Neil – Yes; Mr. Taylor – abstained and Chairman Schmaelzle – Yes. Motion approved 2-0 and Abstained 2-0. The February 2, 2022, board meeting minutes were not available.

2. **WARRANTS:** Mr. O’Neil made a motion to reaffirm the warrants issued March 31, 2022, Mr. Taylor seconded the motion, and the roll call was: Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – yes and Chairman Schmaelzle – Yes. Motion approved 4-0.

#15 Salary 1-5	\$ 30,179.81
Overtime	\$ 4,201.69
#16 Board Member's Compensation	\$ 2,583.33
#17 Transfers to Other Systems	\$ 62,828.45
#18 Refunds of Member's Accounts	\$ 108,446.30
#19 Monthly Expenses	\$ 48,174.39
#20 A Monthly Retirement Allowances	\$ 4,028,549.13
#20 B Monthly Retirement Allowances	\$ 94,567.66
#20 C 3 (8) (C)	\$ 1,157,092.91

3. **BALANCES:** The Board members reviewed copies of the checking & savings account statements from Peoples Bank that were provided in their packets along with reconciled records for the checking account. Mr. O'Neil made a motion to approve the account balances. Ms. Hill seconded the motion, and the roll call vote was Ms. Hill - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Chairman Schmaelzle - Yes. Motion approved 4-0.

BALANCES: 02/28/2022 Reconciled Balances

PEOPLES BANK: - Vote to accept reconciled balances on the following:

Money market Account	\$768,702.05
Checking Account	\$ 3,053,793.44

4. **TRANSFER:** Mr. O'Neil made a motion to reaffirm the transfer for Warrants for March 30, 2022. Mr. Taylor seconded the motion, and the roll call vote was Ms. Hill - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Chairman Schmaelzle - Yes. Motion approved 4-0.

A.	Needed for warrants:	\$ 5,502,242.17
B.	<u>Transfer for warrants: 03/30/2022</u>	\$ 4,675,000.00
	From Peoples Bank Money Market Account to Peoples Bank Checking Account	

5. **NEW ALLOWANCES:** Mr. O'Neil made a motion to approve the new retirement allowances. Ms. Hill seconded the motion, and the roll call vote was Ms. Hill - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Chairman Schmaelzle - Yes; Motion approved 4-0.

<u>Name</u>	<u>Unit</u>	<u>Effective</u>	<u>Annuity</u>	<u>Pension</u>	<u>Total</u>
DOMINICK, Margaret	Agawam	12/31/2021	\$ 4,002.48	\$ 9,114.36	\$ 13,116.84
LACHAPPELLE, Carolyn EST.	Agawam	1/7/2022	\$ 4,082.64	\$ 7,401.12	\$ 11,483.76
BARTLEY, Julianne	County	12/31/2021	\$ 16,771.32	\$ 62,603.04	\$ 79,374.36
BUCK, Wayne	Long	12/31/2021	\$ 10,962.72	\$ 31,469.04	\$ 42,431.76
BUTCHER, Paul	Long	12/1/2021	\$ 8,033.04	\$ 16,974.00	\$ 25,007.04
COVALLI, Bruce EST.	Long	12/31/2021	\$ 10,707.84	\$ 26,931.96	\$ 37,639.80
CHECHETTE, Sandra	Ludlow	1/3/2022	\$ 2,779.08	\$ 6,689.28	\$ 9,468.36
ROOT, Tracy	Southwick	12/31/2021	\$ 3,596.28	\$ 9,994.20	\$ 13,590.48
ST. PIERRE, Patricia	Southwick	12/31/2021	\$ 8,506.80	\$ 24,116.04	\$ 32,622.84
GRIMALDI, John EST.	Swck/Toll	12/29/2021	\$ 9,696.48	\$ 5,483.88	\$ 15,180.36

6. **APPLICATIONS FOR RETIREMENT:** Ms. Hill made a motion to approve the new retirement allowances. Mr. O'Neil seconded the motion, and the roll call vote was Ms. Hill - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Chairman Schmaelzle - Yes; Motion approved 4-0.

<u>Name</u>	<u>Unit</u>	<u>Date</u>	<u>Group</u>	<u>Age</u>	<u>Service</u>
DELGADO, Luis	Agawam	4/7/2022	4	53-01	31-00
MONTAGNA, Linda	Agawam	6/30/2022	1	66-01	22-01
SAGENDORPH, KENNETH	Agawam	3/9/2022	4	55-06	20-01
HIGGINS, JoAnne	Holland	3/31/2022	1	66-01	30-00
CHARTIER, Tina	Monson	4/6/2022	1	55-00	17-11
BUCIOR, DENISE	Palmer	3/10/2022	1	69-01	11-03
SKOWRONEK, Gerald	Palmer	4/1/2022	1	61-04	37-00
DEMING, Edwin	Tolland	2/28/2022	1	61-02	15-01
SEARLES, Debra	Wilb	4/9/2022	1	65-05	22-05

7. INVESTMENT TRANSACTIONS: The board reviewed the February 28, 2022, statement provided by the PRIT fund cash account and general allocation account as provided in the monthly packet each received prior to this meeting. The chairman asked that the PRIT Fund information be filed.

8. NOTICES OF INJURY: Mr. Taylor made a motion to approve and file the new members. Mr. O'Neil seconded the motion and the roll call vote was Ms. Hill – Yes; Mr. O'Neil- Yes Mr. Taylor – Yes. Chairman Schmaelzle – Yes. Motion approved 4-0

<u>Name</u>	<u>Unit</u>	<u>Department</u>	<u>Injury Date</u>
MASSAI, David	Southwick	Police	3/5/2022
GOODROW, Nathan	Ludlow	Police	2/24/2022
WHITNEY, Michael	Ludlow	Police	3/2/2022
BEANE, Devan	Wilbraham	Fire	2/19/2022
GEORGE, Dane	Wilbraham	Fire	9/3/2021

9. NEW MEMBERS: Mr. Taylor made a motion to approve and file the new members. Mr. O'Neil seconded the motion and the roll call vote was Ms. Hill – Yes; Mr. O'Neil- Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
COUNTY		
MELENDES, Melissa	1	2/14/2022
HAMPDEN/WILBRAHAM		
DELAUNAY, Jonathan	1	1/24/2022
LEARNED, Christina	1	8/26/2021
SHERMAN, Linda	1	1/3/2022
SULLIVAN, Sydney	1	2/7/2022

LONGMEADOW

ALBANO, Anthony	1	12/22/2021
FARR-MARCUM, Jasmine	1	1/24/2022
HUNT, Lauren	1	1/24/2022
MOSS, Shakira	1	2/28/2022
SHEEHAN, Nicholas	1	1/3/2022

LUDLOW

ARCHAMBEAU, John	1	1/12/2022
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RUSSELL

SHATTUCK, SEAN	4	1/13/2022
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SOUTHWICK

ANDERSON, Lisa	1	1/3/2022
HAMBERG, Jeffrey	4	2/2/2022
NACEWICZ, Timothy	1	12/20/2021
ROVATTI, Kathleen	1	1/3/2022

SOUTHWICK/TOLLAND

KANE, Ariana	1	2/28/2022
LEPAK, Hanna-Marie	1	2/28/2022

WILBRAHAM

BUCK, Michelle	1	10/1/2021
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10. **DISABILITY REPORT AND EXPENSE BREAKDOWN**--Board reviewed Disability report and expense breakdown.

11. **AUDIT COMMITTEE REPORT** – Mr. O’Neil spoke on behalf of Mr. Pasterczyk on the Audit update and procedures which the board members had received in their monthly packet prior to this meeting.

12. **DIRECTOR’S REPORT** – Ms. Martin reviewed the monthly directors report which they received in their monthly packet prior to the meeting.

13. **TRIAL BALANCE REPORT**- No trial balance.

14. **PERAC MEMOS** – The board reviewed the PERAC Memos #9 of 2022 and #27 of 2018 referencing direct deposit scams and requested the memos be filed.

15. **PRIT FUND** – Ms. Martin informed the Board that for April 1, 2022, PRIT transferred to the General Allocation Account to Peoples bank Money Market Acct 2, 000,000.00 to cover April 29, 2022, warrants to be paid. Mr. O’Neil spoke about utilizing the PRIT fund to maximize our returns.

16. **SEGAL** – Ms. Lisa VanDermark Vice President & Consulting Actuary of SEGAL gave an overview of the systems funding schedule.

Mr. Schmaelzle asked for a motion to take out of order Item #24 and #25. Mr. Taylor made the motion and Mr. O'Neil seconded the motion and roll call vote was Ms. Hill -Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

24. **ACCIDENTAL DISABILTY-LEAVY**- Attorney Vivenzio recommended that we table the discussion on Sarah Leavy's application for disability retirement to a future date and referred for an administrative hearing. Mr. Taylor made the motion to table the discussion, and Mr. O'Neil seconded the motion and roll call vote was Ms. Hill -Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

25. **ACCIDENTAL DISABILTY- HART**- Attorney Vivenzio recommended if there are no questions on the application, we can continue the process. Ms. Hill made a motion to continue the process and Mr. Taylor seconded the motion and roll call vote was Ms. Hill -Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

17. **ELECTION** – Mr. O'Neil made a motion to accept a 3-year term for the upcoming new board member which will be determined by counting the ballots on May 4, 2022. Mr. Taylor seconded, and the roll call was Ms. Hill -Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

18. **COLA** – The Board discussed granting a Cost-of-Living Adjustment effective July 1, 2022 and would be payable with the benefits paid on July 31, 2022. Mr. Taylor made a motion to grant a 3% Cost of Living Adjustment on the first \$18,000.00 of retirement income for those retirees and beneficiaries of the system who were retired and receiving benefits on or before June 30, 2021. Mr. O'Neil seconded the motion and roll call vote was Ms. Hill -Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

19. **HEALTH INSURANCE RATES**- The Board reviewed the new rates effective July 1, 2022, and to change the VIP plan to a PPO plan to save on cost. Ms. Hill made a motion to accept the new rates and changing the VIP to PPO plan. Mr. Taylor seconded, and the roll call was Ms. Hill -Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

20. **LEGAL UPDATE** – Attorney Vivenzio stated he is still waiting for the DALA decision on the Soulier case and Sagendorph appeal. He had informed the board about looking into a policy for interest owed for excess earnings and offset matters.

21. **OLD BUSINESS** – Mr. Schmaelzle informed the board that we did cancel our Ready Refresh contract and purchased the water cooler from them for \$31.00. He also talked about the Open Meeting Law Complaint from the Town of Longmeadow, which was dismissed, and the board received from PTG the Certificate of Liability and Insurance for Cyber Security. He updated the board regarding the chairs and our new telephone system which should both be in within a few weeks. Mr. Taylor provided the Board with information on the office security system.

22. **NEW BUSINESS** – Mr. Schmaelzle had recommended the Board review the PERA Newsletter which is informative from March 2022. Mr. Schmaelzle recommended a Communications Policy be put in place to help streamline outside request.

23. **DISABILITY-TERLIK** – The Board reviewed the medical panel reports on Daniel Terlik and all 3 doctors confirmed that he is disabled. Mr. Taylor made motion to approve the Accidental Disability Application for Daniel Terlik. Mr. O’Neil seconded, and the roll call was Ms. Hill -abstained; Mr. O’Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 3-0, abstained 1-0.

Attorney Vivenzio requested a motion @ 11:51 a.m. to enter Executive Session to discuss legal issues. Mr. O’Neil made a motion to go into executive session Mr. Taylor seconded, and the roll call was Ms. Hill -Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

Mr. O’Neil made a motion to return from executive session at 12:05p.m. Mr. Taylor seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0

There being no further business before the Board, Mr. O’Neil made a motion to adjourn the meeting at 12:06. P.M. Mr. Taylor seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0




