

**HAMPDEN COUNTY REGIONAL
RETIREMENT BOARD**

**MINUTES OF MEETING
AUGUST 3, 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 10:03 A.M.

THOSE BOARD MEMBERS IN ATTENDANCE:

Karl J. Schmaelzle, Chairman/Treasurer present in office
Robert Taylor, Member – participated remotely
Patrick E. O’Neil, Member – present in office
Michelle L. Hill, Member – present in office
Thomas Sullivan 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 member units.

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes and the executive minutes from the July 13, 2022, board meeting, and the Special Meeting held on July 27, 2022. Mr. Sullivan seconded the motion, and the roll call vote was: Ms. Hill – Abstained; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes. Motion approved 4-0 Abstained 1-0.

2. **WARRANTS:** Ms. Hill made a motion to reaffirm the warrants issued July 29, 2022, Mr. Sullivan seconded the motion, and the roll call vote was: Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes. Motion approved 5-0.

#37 Salary 1-4 includes overtime pay	\$	21,145.30
#38 Board Member's Compensation	\$	2,833.33
#39 Refunds and Transfers to Other Systems	\$	288,267.09
#40 Monthly Expenses	\$	28,843.82
#41 A Monthly Retirement Allowances	\$	4,178,347.19

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. Ms. Hill made a motion to approve the account balances. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill - Yes; Mr. O'Neil – Yes; Mr. Taylor - Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle - Yes. Motion approved 5-0.

BALANCES: 06/30/2022 Non-Reconciled Balances

PEOPLES BANK: - Vote to accept non-reconciled balances for 6/30/2022 on the following:

Money market Account Bal as of June 30, 2022	\$2,882,371.73
Checking Account	\$ 3,043,709.23

4. **TRANSFER:** Mr. Sullivan made a motion to reaffirm the transfer for Warrants for July 29, 2022. Mr. O'Neil seconded the motion, and the roll call vote was Ms. Hill - Yes; Mr. O'Neil – Yes; Mr. Taylor - Yes; Mr. Sullivan, - Yes, and Chairman Schmaelzle - Yes. Motion approved 5-0.

TRANSFER: - Vote to reaffirm transfer amount for Warrants

A. Needed for warrants:	\$ 4,519,436.73
B. <u>Transfer for warrants: 07/29/2022</u>	\$ 4,600,000.00
From Peoples Bank Money Market Account to	
Peoples Bank Checking Account	

5. **NEW ALLOWANCES:** Mr. Sullivan 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; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes; Motion approved 5-0.

SUPERANNUATION -

TERLIK, Daniel	Agawam	5/6/2022
PETRUCCI, Shari	Agawam	5/8/2022
COSTA, Catherine	Palmer	4/9/2022
DILLON, Rosemarie	Hamp/Wilb	5/4/2022
WHITE, Barbara	Ludlow	5/14/2022

6. **APPLICATIONS FOR RETIREMENT:** Mr. O'Neil made a motion to approve the new retirement allowances. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes; Motion approved 5-0.

<u>Name</u>	<u>Unit</u>	<u>Date</u>	<u>Group</u>	<u>Age</u>	<u>Service</u>
BELMER, Robert	Longmeadow	4/22/2022	1	57-02	15-06
BATISTA, John	Ludlow	8/12/2022	1	62-00	37-01
DEBLOIS, Jeffrey	Agawam	8/13/2022	1	63-10	18-04
GARETE, Sandra	Ludlow	7/30/2022	1	62-00	38-01
CHAPMAN, Karen	Ludlow	8/20/2022	1	62-00	36-05

7. INVESTMENT TRANSACTIONS: The board reviewed the June 30, 2022, statement provided by the PRIT fund cash account and general allocation account as provided in the monthly packet each board member received prior to this meeting.

8. NOTICES OF INJURY: No Notice of Injury reports

9. NEW MEMBERS: Mr. O'Neil made a motion to approve and file the new members.

Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O'Neil- Yes.

Mr. Taylor – Yes; Mr. Sullivan- Yes and Chairman Schmaelzle – Yes. Motion approved 5-0

AGAWAM

Hendrickson, Thomas	1	5/24/2022
Latourelle, Jonathan	4	6/6/2022
Oliver, Joseph	4	6/6/2022
Phelon, Philip	1	6/6/2022
Schelb, Autumn	1	5/23/2022
Woods, Theodore	4	6/6/2022

EAST LONGMEADOW

Cavanaugh, Eileen	1	3/29/2022
Dentzau, Devon	1	2/7/2022
Emrick, Megan	1	4/25/2022
Fearn, Kara	4	4/25/2022
Freeman, Melissa	1	2/1/2022
Haley, Natascia	1	1/4/2022
Mentzer, Connor	1	1/24/2022
Merrick, Alison	1	1/31/2022
Mitchell, Brady	1	4/4/2022
Pepper, Nicholas	1	4/25/2022
Stephenson, Ryan	1	3/7/2022

HAMPDEN/WILBRAHAM

Zolla, Richard	1	5/16/2022
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LONGMEADOW

Hearn, Brian	1	4/25/2022
Okscin, Lisa	1	4/19/2022
Sheikh, Sabeen	1	
Vondeusen, Sean	1	5/9/2022

LUDLOW

English, Jesse	1	4/25/2022
Haryasz, Lori	1	5/9/2022
Lynch, Michael	1	4/25/2022

PALMER

Fickett, Mary	1	5/2/2022
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WILBRAHAM

O'Donnell, Nichole	1	5/31/2022
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10 **DISABILITY REPORT AND EXPENSE BREAKDOWN**–Board reviewed the disability report and expense breakdown.

11. **AUDIT COMMITTEE REPORT** – July 21, 2022, Audit Committee Meeting was cancelled.

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

13. **TRIAL BALANCE REPORT**- No trial balance at this time due to updating the Accounting Software.

14. **ACTUARIAL VALUATION** – Lisa VanDermark from Segal presented the January 1, 2022, preliminary actuarial valuation results. The valuation results have been posted on the boards website.

15. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – There were no comments made at the August 3, 2022, meeting.

16. **PERAC MEMOS**– Mr. Sullivan made a motion to table any discussion or vote for the September board meeting. Mr. O'Neil seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O'Neil- Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

17. **ADMINISTRATIVE TRAINING** – Ms. Hill made a motion to allow Stephanie Langley to attend a training seminar on August 24, 2022, which is geared to newer employees and is being hosted by PERAC. Mr. O'Neill seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O'Neil – Yes; Mr. Taylor -Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

18. **ZOOM** – Motion was made by Mr. Sullivan to table any discussion regarding the use of zoom for monthly board meetings, Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill -Yes, Mr. O’Neil -Yes; Mr. Taylor – Yes; Mr. Sullivan -Yes; Chairman Schmaelzle -Yes. Motion approved 5-0.
19. **PENSION FORFEITURE** – Ms. Hill made the motion to waive a retirement pension at the request of a retired member and authorize legal counsel to obtain a signed waiver with the effective date pursuant to Chapter 32, Sec. 90B. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill- Yes; Mr. O’Neil -Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.
20. **FENTON, LAURIE** – Mr. O’Neil made the motion to grant Joseph Fenton, survivor of deceased active member, Laurie Fenton from the Town of Longmeadow, Member-Survivor benefits under MGL. Chapter 32 Section 12 (2) (d). Ms. Hill seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.
21. **EMERGING ISSUES FORUM 2022 PERAC CONFERENCE** – Mr. Sullivan made the motion to approve the Hampden County Board members and Executive Director to attend the Emerging Issues Conference on September 15, 2022. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle- Yes. Motion approved 5-0.
22. **AUDIT** – Chairman Schmaelzle updated the board on the draft audit from PERAC. He reaffirmed the confidentiality of the draft audit at this time because it is not the final version. He has requested the board members to send him any feedback or suggestions by Friday August 5, 2022, so he along with legal council can send PERAC the Retirement Board’s response to the draft audit.
23. **OML COMPLAINTS** – The board discussed ways to resolve OML complaints more efficiently. They also expressed to the public the retirement board’s openness and approachability to having discussions with the public regarding possible OML violations before a formal complaint is filed.
24. **INJURY REPORT** – Mr. Sullivan made a motion to approve the new injury report form that Attorney ViVenzio revised. Mr. O’Neill seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle -Yes. Motion approved 5-0.
25. **AFFIDAVITS** – Mr. O’Neil made a motion to approve the retirement board mailing out Affidavits every two years instead of every one year which is allowed under 840 CMR section 15.01. This will save the retirement board money. Mr. Taylor seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.
26. **PRIT FUND TRANSFER** – Mr. O’Neil made a motion to affirm a transfer to PRIT from the Money Market account in the amount of \$30,000,000.00 from town appropriation deposits that were made. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

27. LEGAL UPDATE- CRAB APPEAL:

Sherry Souliere: Parties are finishing a memo on their positions, and it will be filed shortly. Crab will then render a decision on the appeal.

DALA APPEALS:

Sagandorph: DALA sent out 1st order for parties to file joint pre-hearing memorandum due by 9/22/2022-Attorney Pikula will handle this matter.

Carr: Offset matter hearing was held on 6/1/2022 and is set for conclusion at the 8/3/2022 board meeting. The decision on this matter is detailed under item #28 Old Business.

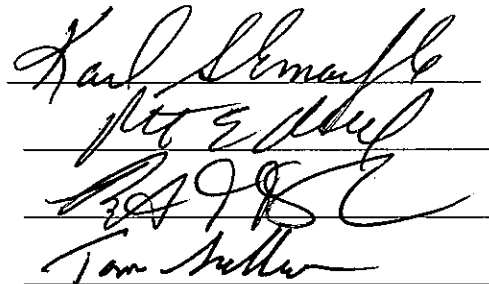
28. OLD BUSINESS – Board to vote on the offset issues presented in the Daniel Carr offset hearing. Ms. Hill made a motion to find Daniel Carr failed to cooperate with the retirement board regarding his third-party claim. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill -Yes; Mr. O’Neil – Yes; Mr. Taylor – No; Mr. Sullivan – No; Chairman Schmaelzle – Yes. Motion approved 3-2.

Attorney ViVenzio looked for a motion that supports an amount of \$50,000.00 to be paid back to the retirement system which could be paid in a onetime lump sum payment or could be made in a payment plan with interest that would be determined by the Executive Director and Attorney ViVenzio. Ms. Hill made a motion to set the payment to the retirement board to be \$25,000.00 and Mr. Taylor seconded it. The roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

29. NEW BUSINESS – There was no new business to discuss.

30. ACCIDENTAL DISABILITY: Mr. Sullivan made a motion to table the vote to consider the acceptance of the Accidental Disability application submitted by John Labrecque for the September 7, 2022, board meeting. Ms. Hill seconded it. The roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor -Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

There being no further business before the Board, Mr. Sullivan made a motion to adjourn the meeting at 12:15. P.M. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes- and Chairman Schmaelzle – Yes. Motion approved 5-0.


 Karl Schmaelzle
 Peter E. Hill
 Tom Sullivan