

**HAMPDEN COUNTY REGIONAL
RETIREMENT BOARD**

**MINUTES OF MEETING
JULY 13, 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 – participated remotely
Patrick E. O’Neil, Member – present in office
Michelle L. Hill, Member – Absent
Thomas Sullivan Member– participated remotely

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 June 16, 2022, and the Board Meeting held on June 1, 2022. Mr. Taylor seconded the motion, and the roll call vote was: Ms. Hill – Absent; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Abstained, and Chairman Schmaelzle – Yes. Motion approved 3-0 Abstained 1-0 Absent 1-0.

2. WARRANTS: Mr. Sullivan made a motion to reaffirm the warrants issued June 30, 2022, Mr. O’Neil seconded the motion, and the roll call vote was: Ms. Hill – Absent; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Abstained, and Chairman Schmaelzle – Yes. Motion approved 3-0 Abstained 1-0 Absent 1-0.

#32 Salary 1-5 includes overtime pay	\$	26,970.51
#33 Board Member's Compensation	\$	2,833.33
#34 Refunds and Transfers to Other Systems	\$	231,173.06
#35 Monthly Expenses	\$	31,422.55
#36 A Monthly Retirement Allowances	\$	4,125,624.33
#36 B 3 (8) (C)	\$	-

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. Sullivan made a motion to approve the account balances. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill - Absent; Mr. O’Neil – Yes; Mr. Taylor - Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle -Yes. Motion approved 4-0 Absent 1-0

BALANCES: 05/31/2022 Reconciled Balances

PEOPLES BANK: - Vote to accept reconciled balances for 5/31/2022 on the following:

Money market Account Bal as of May 31, 2022	\$3,737,232.16
Checking Account	\$ 3,145,027.50

4. **TRANSFER:** Mr. Sullivan made a motion to reaffirm the transfer for Warrants for June 30, 2022. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill - Absent; Mr. O’Neil – Yes; Mr. Taylor - Yes; Mr. Sullivan, - Yes, and Chairman Schmaelzle - Yes. Motion approved 4-0 Absent 1-0.

A. Needed for warrants:	\$ 4,418,023.78
B. <u>Transfer for warrants: 06/30/2022</u>	\$ 4,600,000.00
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. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – Absent. Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes; Motion approved 4-0 Absent 1-0.

DELGADO, Luis	Agawam	4/7/2022
FAUTEUX, Michael-Resubmit	Hamp/Wilb	8/17/2019
LYONS, Dwayne	Hamp/Wilb	4/1/2022
HIGGINS, JoAnne	Holland	3/31/2022
BUCIOR, Denise	Palmer	3/10/2022
SKOWRONEK, Gerald	Palmer	4/1/2022
SEARLES, Debra	Wilbraham	4/9/2022

6. NEW ALLOWANCES: Mr. O'Neil made a motion to approve the rescinding of the retirement application of Deborah Bradway. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – Absent. Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes; Motion approved 4-0 Absent 1-0.

<u>Name</u>	<u>Unit</u>	<u>Effective</u>
BRADWAY, Deborah	Monson	6/30/2022

7. APPLICATIONS FOR RETIREMENT: Mr. Sullivan made a motion to approve the new retirement allowances. Mr. O'Neil seconded the motion, and the roll call vote was Ms. Hill – absent: Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes, and Chairman Schmaelzle – Yes; Motion Approved 4-0 Absent 1-0.

CHASE, Kathleen	Agawam	6/24/2022	1	62-01	10 Years
GORMLEY, Mark	Agawam	7/8/2022	1	64-03	23-09
PETRUCCI, Shari	Agawam	5/8/2022	1	62-02	20-07
SCOTT, William	Agawam	8/1/2022	1	65-05	12 Yrs 4 mo
CELETTI, Kathleen	East Long	6/30/2022	1	64-02	32-09
CHARETTE-SMITH, Theresa	East Long	7/29/2022	1	68-09	10 Years 1 mo
DUNN, Joseph	East Long	8/1/2022	1	55-01	14-06
GORMAN, Linda	East Long	6/30/2022	1	75-03	37-00
TISDEL, Beverly	East Long	6/16/2022	1	68-03	25-00
TYBURSKI, Maureen	East Long	6/10/2022	1	64-04	17-01
GUILBAULT, Kay	Hamp/Wilb	6/30/2022	1	70-01	30-10
LAVOIE, Edna	Hamp/Wilb	6/30/2022	1	67-04	22-02
FISHER, Christina	Long	9/14/2022	1	61-00	22-04
HIGGINS, Debra	Long	6/17/2022	1	63-01	23-07
MANTE, Donna	Long	7/8/2022	1	69-05	15-04
SHEEHAN, Lee-Ann	Monson	6/30/2022	1	62-07	22-00
MELNICK, John	Palmer	6/16/2022	4	56-04	31-00
PARDO, Lynn	Palmer	7/29/2022	1	67-06	30-02
WARD, Nadine	Swck/Toll	6/17/2022	1	74-08	33-05

8. INVESTMENT TRANSACTIONS: The board reviewed the May 31, 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.

9. NOTICES OF INJURY: No Notice of Injury reports

10. NEW MEMBERS: Mr. Sullivan made a motion to approve and file the new members. Mr. O'Neil seconded the motion, and the roll call vote was Ms. Hill – Absent; Mr. O'Neil- Yes. Mr. Taylor – Yes: Mr. Sullivan- Yes and Chairman Schmaelzle – Yes. Motion approved 4-0 Absent 1-0.

<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
<u>AGAWAM</u>		
Maloney, Danielle	1	4/25/2022
Miemiec, Mary	1	3/28/2022
Moriarty, Kristen	1	4/25/2022
Perez, Lisbette	1	5/9/2022
<u>BLANDFORD</u>		
Dunne, Christopher	1	
<u>EAST LONGMEADOW</u>		
Woodward, Madilyn	1	1/10/2022
<u>HAMPDEN/WILBRAHAM</u>		
Aitchison, Mary	1	4/4/2022
Nouri, Tracey	1	4/25/2022
<u>LUDLOW</u>		
Beaulieu, Jacqueline	1	3/21/2022
LaForte, Madeline G	1	3/29/2022

11. **EXPENSE BREAKDOWN**–Board reviewed the expense breakdown.

12. **AUDIT COMMITTEE REPORT** – June 16, 2022, Audit Committee Meeting was cancelled.

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

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

15. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – There were no comments made at the July 13, 2022, meeting.

16. **PERAC MEMOS**– Board reviewed PERAC memos.

17. **STAFF OVERTIME** – Mr. Sullivan made a motion to approve the overtime for the Staff. Mr. O'Neill seconded the motion, and the roll call vote was Ms. Hill – Absent; Mr. O'Neil – Yes; Mr. Taylor -Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0 Absent 1-0.

18. **PRIT FUND TRANSFER** – Motion was made by Mr. Sullivan to affirm the transfer to Money Market from PRIT \$2,000,000.00. Mr. O'Neil seconded the motion, and the roll call vote was Ms. Hill - Absent, Mr. O'Neil -Yes; Mr. Taylor – Yes; Mr. Sullivan -Yes; Chairman Schmaelzle -Yes. Motion approved 4-0 Absent 1-0.

19. **CLEANING SERVICE** – Mr. Sullivan made the motion to increase the monthly cleaning service \$25.00 a month. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill- Absent; Mr. O’Neil -Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0 Absent 1-0.

20. **ACCIDENTAL DISABILITY** – Mr. Sullivan made the motion to adopt and approve a medical panel for Disability submitted by Adam Hart. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill- Absent; Mr. O’Neil -Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0 Absent 1-0.

21. **LEGAL UPDATE**- 1.) Sherry Souliere- CRAB Appeal- Parties are in the process of submitting Memorandums supporting their position- CRAB will then decide the appeal; 2.) Kenneth Sagendorph- Board decision appealed to DALA- Parties received the first Pre-Hearing Order- Parties are to submit a joint Pre-Hearing memorandum by 9/29/2022.

22. **EXCESS EARNINGS** Board to discuss failure to provide annual statement of earned income for calendar Year 2021 pursuant to Chapter 32 Section BIA for Ronald Chapdelaine, Paul Lampson, James Machado, and James Maciag.

23. **OLD BUSINESS** Daniel Carr Offset Hearing - Conclude Matter- Board vote on Offset Issues presented at June 1, 2022 Hearing.

24. **NEW BUSINESS** The monthly insurance check to the Town of Southwick was stolen, altered, and cashed. The check amount was for \$13,426.93 and was cashed in New York. Peoples Bank called and the Chairman was sent a form for discrepancy on June 24, 2022. We received the money back and was deposited on 6/28/2022.

25. **PRIT** Francesco Daniele from PRIT gave an update on the PRIT fund which is on HCRB’ s website.

There was a short break in the meeting at 11:07 and reconvened at 11:17.

26. **OML Complaint**- Chair stated the purpose: Executive Session under purpose 1 of M.G.L. c. 30B section 21 (a) to review the Open Meeting Law Complaint received June 27, 2022, from Donald Davenport, in compliance with the Open Meeting Law and regulations thereunder. Motion to enter into Executive Session was made by Mr. O’Neil, seconded by Mr. Taylor, and the roll call vote was Ms. Hill- Absent; Mr. O’Neil -Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0 Absent 1-0.

The Board reconvened in Open Session, 11:45 AM (See Executive Session Minutes)
Vote to authorize legal counsel to respond to Open Meeting Law Complaint received June 27, 2022, from Donald Davenport.

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 – Absent; Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes- and Chairman Schmaelzle – Yes. Motion approved 4-0 Absent 1-0.

Karl Schmaelzle
Mr. O'Neil
Mr. Taylor
Mr. Sullivan