

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
OCTOBER 7, 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 10:00 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  
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. Sullivan made a motion to approve and sign the regular board meeting minutes from the September 7, 2022, 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, and Chairman Schmaelzle – Yes. Motion approved 5-0.

2. **WARRANTS:** Mr. O’Neil made a motion to reaffirm the warrants issued September 30, 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.

#47 Salary 1-5 includes overtime pay	\$ 27,231.55
#48 Board Member's Compensation	\$ 2,833.33
#49 Refunds and Transfers to Other Systems	\$ 296,446.25
#50 Monthly Expenses	\$ 31,508.24
#51 A Monthly Retirement Allowances	\$ 4,266,177.72
#51B (3) (8) C Payments	\$ 1,056,740.32
	\$ -

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. Mr. Taylor 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: 8/31/2022**

**PEOPLES BANK:** - Vote to accept reconciled balances for 7/29/2022:

Money market Account Bal as of Aug 31, 2022	\$ 7,171,364.22
Checking Account as of Aug 31, 2022	\$ 3,150,744.01

4. **TRANSFER:** Mr. Sullivan made a motion to reaffirm the transfer on Warrants for September 30, 2022. Mr. Taylor 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.	<b>Needed for warrants:</b>	\$ 5,677,174.91
B.	<b><u>Transfer for warrants: 09/30/2022</u></b>	\$ 4,500,000.00
	From Peoples Bank Money Market Account to Peoples Bank Checking Account	

5. **NEW ALLOWANCES:** Mr. Taylor 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.

**SUPERANNUATION -**

CHASE, Kathleen	Agawam	6/24/2022
FERRARA, Shirleen	Agawam	6/30/2022
GOODSELL, Jeane	Agawam	6/30/2022
GORMLEY, Mark	Agawam	7/8/2022
GORMAN, Linda	East Long	6/30/2022
GUILBAULT, Kay	Hamp/Wilb	6/30/2022
LAVOIE, Edna	Hamp/Wilb	6/30/2022
O'CONNOR, Sue	Holland	6/17/2022
FENTON, Joseph	Longmeadow	5/21/2022

OMARTIAN, Karen	Longmeadow	6/30/2022
ASSARIAN,	Ludlow	6/30/2022

Elizabeth

CROWLEY, Mary	Ludlow	6/30/2022
DALTON, Joanna	Ludlow	6/30/2022
KOWALYSHYN, Leigh	Monson	6/30/2022
MELNICK, John	Palmer	6/16/2022
NICOLOPOULOS, Leah	Palmer	6/17/2022
ZOLLO, Robert	Wilbraham	6/25/2022

6. **APPLICATIONS FOR RETIREMENT:** 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; 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>
SAPELLI, Jan	Agawam	10/7/2022	1	65-03	15-00
KNIGHT, George	Brimfield	9/1/2022	1	66-00	30-11
CENEDELLA, Jr. Edward	Hamp/Wilb	9/10/2022	1	69-01	24-00
ADAMS, Wendy	Longmeadow	9/17/2022	1	65-03	15-00
BARRY, Richard	Longmeadow	10/7/2022	1	61-07	20-00
WISNOUSKAS, Eric	Longmeadow	9/8/2022	4	59-05	27-11
CONVERSE, Ann	Ludlow	10/16/2022	1	55-00	20-05
GRAHAM, Darlene	Ludlow	11/11/2022	1	60-03	24-02
JENKINS, Dorothy	Monson	10/1/2022	1	73-09	36-06
FONTAINE, Michelle	Palmer	8/31/2022	1	64-08	35-00
SAWYER, Bruce	Wilbraham	11/24/2022	1	62-00	10 yr 4 mo

7. **INVESTMENT TRANSACTIONS:** The board reviewed the August 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.

8. **NOTICES OF INJURY:** Mr. O'Neil made a motion to approve the Notices of Injury reports. Mr. Taylor 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.

<b><u>Name</u></b>	<b><u>Unit</u></b>	<b><u>Department</u></b>	<b><u>Injury Date</u></b>
MILLER, Kelly	Southwick	Police	9/3/2022
HARRIS, Mark	Wilbraham	Police	9/4/2022
MARTOWSKI, Chad	Wilbraham	Police	6/22/2022
NOYES, Brent	Wilbraham	Police	8/6/2022

9. **NEW MEMBERS:** Mr. Taylor 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.

<b><u>Unit/Name</u></b>	<b><u>Group</u></b>	<b><u>Start Date</u></b>
<b><u>AGAWAM</u></b>		
CICCARELLI, Amanda	1	8/8/2022
<b><u>EAST LONGMEADOW</u></b>		
CALAWA, Paul	4	8/8/2022
DRURY, Bryan	4	8/8/2022
LOMASCOLO, Alanna	1	8/29/2022
WISE, Marc	1	8/25/2022
WRIGHT, Benjamin	4	8/15/2022
WRIGHT, Patrick	1	8/1/2022
<b><u>HAMPDEN/WILBRAHAM</u></b>		
ARNOLD, Amy	1	8/16/2022
BATES, Nikolas	1	7/18/2022

**LUDLOW**

ANDERSON, Octavia	1	5/18/2022
CARVALHO, Paulo	4	7/25/2022
COLON, Jasmine	1	8/8/2022
DACOSTA, Geovanny	4	7/11/2022
FIALHO, Paul	1	7/25/2022
GALINDO, Colin	4	8/15/2022
KROK, David	4	7/25/2022
SARAIVA, Darian	4	7/25/2022

**MONSON**

ZIPPIN, Tamra	1	7/18/2022
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**PALMER**

BAKER, Jennifer	1	5/5/2022
PITTS, Kacie	1	4/6/2022

**WILBRAHAM**

ALBERICI, Jack	4	7/12/2022
GRASSETTI, Sara	1	7/1/2022
LANG, Emilie	1	7/5/2022

10. **DISABILITY REPORT AND EXPENSE BREAKDOWN**—Mr. Sullivan made a motion to approve the new supplementary budget breakdown for 1/1/2022-12/31/2022. 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.

11. **AUDIT COMMITTEE REPORT** – Mr. O’Neil gave an update on the Audit Committee Meeting that was held on September 29, 2022, via zoom. Items that were discussed included public comment, approval of the minutes from February 17, April 21, and August 18, 2022, PERAC audit results, Cash Management policy and an update from the Executive Director.

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**- Mr. O’Neil made a motion to approve and sign the trial balances from July 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; Chairman Schmaelzle – Yes. Motion approved 5-0.

14. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Chairman Schmaelzle updated the board on PERAC’s memo regarding active schemes targeting both retirees and active employees. The Retirement Board has taken down the direct deposit form from their website to help protect their members. There was discussion regarding taking other measures for protection such as taking down the beneficiary change form from the website, putting a message on the direct deposit advice and board website and sending out a memo to the member units. The Chairman also reached out to Mr. Gold and invited him to come to the retirement board office to discuss the procedures and day to day workings of the retirement board. Attorney ViVenzio opined there would be no open meeting law violation because this meeting would be a “listening session,” not a board meeting. Chairman Schmaelzle also updated the board on the offices copy machine and printers. The machines in the office need to be replaced and updated because they are from 2007 and 2012.

15. **PERAC MEMOS**– The board reviewed and filed PERAC memos # 23, 24 and 25.

16. **ZOOM** – Mr. Taylor made a motion to take off the table discussion regarding the use of zoom for board meetings. 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. Mr. Taylor made a motion to adopt a policy for board meetings to be held in person only and to eliminate the use of zoom starting 10/31/2022. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – No; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 4-1.

17. **OLD BUSINESS** –PERAC’s temporary order that the Retirement Board was under has been lifted. PERAC and the retirement board agree that PERAC will still monitor the retirement board’s activities and there will be a retirement board review in 6 months. The Internal Control Policy is on hold, waiting for the audit from Powers and Sullivan.

18. **NEW BUSINESS** – There was discussion on the pros and cons of keeping two million dollars in the checking account and paying no fees versus keeping that money in the money market account, earning a higher interest rate but paying fees on the checking account activity. The board is waiting for a breakdown from Francesco Daniele with PRIM regarding what the savings would have been over the last few months.

19. **LEGAL UPDATE** – Attorney ViVenzio gave a legal update regarding Sherrie Souliere, Kenneth Sagandorph and Daniel Carr. Sherrie Souliere case is pending CRAB decision; Kenneth Sagandorph’s DALA appeal is being managed by Attorney Pikula-parties filed a Joint Pre-hearing memo on 9/28/2022 and Daniel Carr’s DALA appeal has no set date yet.



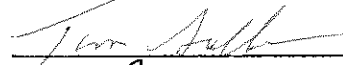

20. **ACCIDENTAL DISABILITY** – Mr. Sullivan made a motion to enter Executive Session to discuss the details of the ADR application for John Labrecque, firefighter from Agawam and then to come back to open session to vote. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

Mr. Sullivan left the board meeting at 12:20 PM and returned to the board meeting at 12:24 PM.

Mr. Sullivan made a motion to return to open session to vote on an Accidental Disability Retirement application and an Ordinary Disability Retirement application at 12:26 PM. 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.

Ms. Hill made a motion to accept the application for Accidental Disability Retirement and Ordinary Disability Retirement and request a medical panel. 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 – No. Motion approved 4-1.

There being no further business before the Board, Mr. Sullivan made a motion to adjourn the meeting at 12:31 PM. 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.

  
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