

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
December 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 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 via zoom  
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  
Erica LeCours, Assistant Director present in office

Also present were Tom Shea, Mark Gold, and Stephen Lonergan

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes from the November 2, 2022, board meeting. 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.

2. **WARRANTS:** Ms. Hill made a motion to reaffirm the warrants issued November 30, 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.

#57 Salary 1-4 includes overtime pay		\$	23,587.50
#58 Board Member's Compensation		\$	2,833.33
#59 Refunds and Transfers to Other Systems		\$	829,358.14
		\$	-
#60 Monthly Expenses		\$	30,298.26
#61 A Monthly Retirement Allowances		\$	4,273,838.67

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. 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.

**BALANCES: 10/31/2022****PEOPLES BANK:** - Vote to accept reconciled balances for Sept and Oct 2022

Money market Account Bal as of October 31, 2022	\$ 666,988.50
Checking Account as of October 31, 2022	\$ 1,951,211.85

4. **TRANSFER:** Mr. O'Neil made a motion to reaffirm the transfer on warrants for November 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.

A.	<b>Needed for warrants:</b>	\$ 5,159,915.90
B.	<b>Transfer for warrants: 11/30/2022</b>	\$ 4,275,000.00
	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. 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.

**SUPERANNUATION -**

DEBLOIS, Jeffrey	Agawam	8/13/2022	
TIRONE, Geraldine	Agawam	8/31/2022	
KNIGHT, George	Brimfield	9/1/2022	
CENEDELLA Jr., Edward	Hamp/Wilb	9/10/2022	
ADAMS, Wendy	Longmeadow	9/17/2022	
WISNOUSKAS, Eric	Longmeadow	9/8/2022	
CHASE, John	Ludlow	9/2/2022	
SANTOS, Marie	Ludlow	9/21/2022	
KELLY, Daniel-Resubmit	Swck/Tolland	9/2/2021	RETRO PAY

**6. APPLICATIONS FOR RETIREMENT:** Mr. O'Neil made a motion to approve the new retirement allowances. 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.

<u>Name</u>	<u>Unit</u>	<u>Date</u>	<u>Group</u>	<u>Age</u>	<u>Service</u>
DUPRE, Roseleen	Agawam	1/4/2023	1	62-04	15-03
MONTAGNA, James	Agawam	1/6/2023	1	63-03	14-11
PEOPLES, Susan	Agawam	1/4/2023	1	63-03	21-04
STELLATO, Peter	Agawam	11/12/2022	1	65-04	10 yrs
KUSS, Charles	Brimfield	11/30/2022	4	65-00	14-05
BELANGER, David	Ludlow	12/9/2022	4	59-09	32-00
OUIMETTE, Janice	Ludlow	12/16/2022	1	66-09	28-02
SHERMAN, Michelle	Monson	11/13/2022	1	56-03	20-00
NORTH, Deborah	Palmer	11/10/2022	1	80-01	31-05
WELSH, Christopher	Palmer	11/7/2022	4	57-05	19-02
DAVIAU, Donna	Wilbraham	1/21/2023	1	62-10	20-04
MENARD, Daniel	Wilbraham	12/2/2022	4	55-04	31-01

**7. INVESTMENT TRANSACTIONS:** The board reviewed the October 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. PRIT FUND TRANSFER:** Mr. O'Neil made a motion to vote to affirm the transfer from PRIT to Money Market for \$3,000,000.00 to cover retiree payroll and expenses for the month of December 2022. 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.

**9. 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.

<u>Name</u>	<u>Unit</u>	<u>Department</u>	<u>Injury Date</u>
MALONE, Ernest	Southwick	Police	11/28/2022

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

<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
<b><u>AGAWAM</u></b>		
ALESSANDRI, Sean	4	10/17/2022
BOLDUC, Angela	1	10/20/2022
BROCHU, Stephanie	1	10/24/2022
BURNS, Barbara	1	11/10/2022
BYRNES, Emily	1	10/11/2022

CLEMENTS, Kayla	1	10/3/2022
CONNOR, Shane	1	10/14/2022
DALY, Shelly	1	10/3/2022
DEMAIO, Brianna	1	9/23/2022
FERREIRA, Andrea	1	10/31/2022
HEGARTY, Elizabeth	1	9/22/2022
LEFEBVRE, Erica	1	10/31/2022
MISCHOU-Rollend	1	9/19/2022
MONTANEZ, Frankie	1	10/31/2022
MORREALE, Brandy	1	9/6/2022
PARENT, Jacob	4	10/11/2022
PHILLIPS, Joelle	1	9/1/2022
PIERSON, Erica	1	9/13/2022
PITTMAN, Kelly	1	10/17/2022
POPE, Emily	1	10/24/2022
<b><u>BRIMFIELD</u></b>		
WELDON, Nicholas	1	10/5/2022
<b><u>EAST LONGMEADOW</u></b>		
BAIL, Diana	1	10/10/2022
BOUSQUET, Hannah	1	9/15/2022
CALDWELL, Alex	1	10/11/2022
CARABETTA, Craig	1	10/11/2022
FOLEY, Kyle	1	10/31/2022
GARDNER, David	1	10/5/2022
GRAY, Melissa	1	10/17/2022
MORAN, Derek	1	10/11/2022
POULIOT, Justin	4	10/24/2022
SHADBEGIAN, Peter	4	10/17/2022
<b><u>GRANVILLE</u></b>		
LANGLOIS, Mario	1	10/15/2022
SINDLAND, Nathaniel	1	10/15/2022
<b><u>HAMPDEN/WILBRAHAM</u></b>		

BREADY, Mary	1	9/15/2022
CONVERSE, Ashley	1	10/13/2022
DEMBEK, Cherylyn	1	8/27/2022
FAUSTICH, Kevin	1	8/30/2022
HACKETT, Dawn	1	10/26/2022
HISGEN, Emilie	1	9/15/2022
JOHNSON, Mary	1	10/11/2022
LAUDATO, Haley	1	8/29/2022
MCNABB, Kristin	1	8/29/2022
POWERS, Nicholas	1	9/29/2022
ROBERTS, Corinne	1	8/30/2022
SHANNON, Michael	1	8/23/2022
SMALL, Georgianne	1	8/30/2022
SOARES, Karen	1	10/3/2022
TUCKER, Marie	1	9/27/2022
WHITEHEAD, Barbara	1	8/26/2022
<b><u>LONGMEADOW</u></b>		
BAGLEY, Karen	1	9/7/2022
BELL, Derek	1	8/24/2022
CEBULA, Mary	1	9/2/2022
ECHEGARAY, Angel	1	9/6/2022
FROST, Carol	1	9/20/2022
GURSKI, Haley	1	10/31/2022
KRAHALA, Amanda	1	8/24/2022
MARTIN, Blake	4	10/17/2022
PALMIER, James	1	9/19/2022
RIPTON, Trisha	1	9/14/2022
SULLIVAN, Edward	1	10/24/2022
VILLAMAINO, Madison	1	10/7/2022
<b><u>LUDLOW</u></b>		
BLACKSHEAR, Tina	1	9/26/2022

BLAIR, Austin	4	10/17/2022
MURPHY, Kelly	1	8/30/2022
PAXTON, Shawn	1	9/19/2022
ROLDAN, Ampara	1	10/3/2022
SMALL, Tiffini	1	8/31/2022
STRANGE, Autumn	1	8/30/2022
THOMAS, Ashlyn	1	8/30/2022
SNOW, Tracy	1	8/29/2022
UNDERWOOD, Brandon	1	8/30/2022
WAINWRIGHT, Nathan	1	9/26/2022
<b><u>MONSON</u></b>		
ARNOLD, Ryan	1	8/30/2022
BEACHELL, Douglas	1	8/30/2022
CORSETTI, Matthew	1	8/24/2022
FRIJIA, Isabella	1	8/25/2022
GOODRICH, Sarah	1	9/6/2022
KENNEDY BUCK, Denise	1	8/29/2022
LABONTE, Jennifer	1	8/25/2022
LAROCHE, Elizabeth	1	10/3/2022
LYONS, Elizabeth	1	8/25/2022
MERCIERI, Sofia	1	9/6/2022
MESSER, Lauren	1	9/12/2022
MULLEN, Tyler	1	10/15/2022
ROMAN, Amy	1	8/25/2022
THOMPSON, Jennifer	1	8/25/2022
YOUNG, Ashley	1	10/24/2022
WELLINGTON, Brittany	1	9/26/2022
<b><u>PALMER</u></b>		
CASTELLANOS, Jeffrey	1	9/6/2022
COMO, Tracy	1	9/15/2022
DALY, Elizabeth	1	8/29/2022

DUPREY, Evan	1	9/12/2022
GAUTHIER, Nicole	1	8/15/2022
MASSEY, Jesse	1	9/6/2022
O'DONNELL, Kim	1	2/1/2022
SHERMAN, Theresa	1	10/3/2022
WOOD, Joshua	4	8/7/2022
<b><u>PATHFINDER</u></b>		
ACEVEDO, Thalia	1	8/29/2022
BOUSQUET, Brittany	1	8/25/2022
LESSARD, Susan	1	8/22/2022
SORTINO, Ryan	1	8/1/2022
<b><u>SOUTHWICK/TOLLAND</u></b>		
BOUCHARD, Robert	1	10/17/2022
BROGDEN, Kirstin	1	8/29/2022
BURGESS, Kayla	1	9/6/2022
CHAMPINEY, Carla	1	8/29/2022
CONCHIERI, Sean	1	8/29/2022
DALY, Lauren	1	10/17/2022
DOWNS, Linda	1	10/20/2022
HINCKLEY, Rebecca	1	9/12/2022
KENNEDY, Alexandria	1	8/29/2022
LILLIBRIDGE, Laura	1	8/29/2022
MULLIGAN, Elizabeth	1	9/6/2022
NOBBS, Bridget	1	8/29/2022
O'NEILL, Sean	1	
SALZARULO, Nichole	1	8/29/2022
SEAVER, Heather	1	8/29/2022
WELSH, Megan	1	8/29/2022
ZEPPA, Jason	1	9/9/2022
<b><u>WALES</u></b>		
RYAN, Christopher	1	5/16/2022
<b><u>WESTCOMM</u></b>		

BOCK, Lauren	1	7/18/2022
BRODEUR, Shana	1	7/18/2022
CENTENO, Angela	1	7/25/2022
DOYON, Kaitlyn	1	7/18/2022
PRAY, Cora	1	7/18/2022
SAEZ, Andrea	1	7/18/2022
SANTIAGO, William	1	7/18/2022
STAVRO, John	1	7/18/2022
TORRES, Yanitza	1	7/18/2022
WAINWRIGHT, Anthony	1	7/18/2022
<b><u>WILBRAHAM</u></b>		
GERRY, Jacquelyn	1	10/12/2022
PFAFF, Taylor	4	8/29/2022
ROLLET, Michael	1	10/25/2022

11. **EXPENSE BREAKDOWN**—Mr. O’Neil made a motion to review and approve the monthly budget report and 2023 budget breakdown. 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.

12. **DIRECTORS REPORT** – Ms. Martin reviewed the monthly directors report which the board members received in their monthly packets prior to the meeting.

13. **AUDIT COMMITTEE REPORT** – Ms. Hill gave an update on the Audit Committee Meeting that was held on November 29, 2022, at the Hampden County Retirement Board office. Items that were discussed included public comment, presentation by Powers and Sullivan, approval of the minutes from October 20, 2022, Cash Management policy, and a discussion on the status of the Audit Committee.

Chairman Schmaelzle asked for a motion to take Agenda item # 15 out of order. Mr. O’Neil made the motion and 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.

15. **AUDIT AND FINANCE SUB-COMMITTEE**- Mr. Taylor made a motion to discuss and vote on having an Audit and Finance Sub-Committee which would be made up of two HCRB board members and would perform similar functions of the Audit Committee. Mr. O’Neil seconded the motion, and the roll call vote after discussion was Ms. Hill – No; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – No; Chairman Schmaelzle-Yes. Motion approved 3-2.

14. **AUDIT COMMITTEE** – Mr. O’Neil made a motion to table any discussion and vote regarding keeping the Hampden County Retirement Board Audit Committee for the next board meeting. 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.



16. **TRIAL BALANCE** – Mr. O’Neil made a motion to approve and sign the trial balances from September and October 2022. 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.

17. **BOARD MEETING DATES FOR 2023** – Mr. O’Neil made a motion to discuss and approve the 2023 board meeting dates. 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.

18. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Chairman Schmaelzle mentioned that PERAC was holding a webinar on December 8, 2022 at 10:00 a.m. regarding recent legal cases of interest.

19. **PERAC MEMOS** –The board reviewed and filed PERAC memos # 28, #29 and # 30.

20. **SEGAL** – The board reviewed the January 1, 2022, preliminary and actuarial valuation results.

21. **PENSION WAIVER** – Mr. O’Neil made a motion to reinstate the retiree who waived her pension in September 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.

22. **DEATH INDEX** – Ms. Hill made a motion to table any discussion on hiring a Death Index Company until the next board meeting. 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.

23. **OLD BUSINESS** – No old business was discussed.

24. **NEW BUSINESS** – No new business was discussed.

25. **LEGAL UPDATE** – Attorney ViVenzio gave a legal update. CRAB APPEAL: Sherry Souliere case: parties are waiting for a decision. DALA APPEALS: Kenneth Sagendorph case: parties are waiting for a decision. Daniel Carr case: No appeal date set yet.

26. **ACCIDENTAL DISABILITY** – Mr. Sullivan made a motion to approve the acceptance of the Accidental Disability application for Sarah Leavy which will be subject to PERAC’s approval for an application extension. 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 Schmaelzel – Yes. Motion approved 5-0.

There being no further business before the Board, Mr. Sullivan made a motion to adjourn the meeting at 11:00 AM. 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*  
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*Mr. O'Neil*  
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*Mr. Taylor*  
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