

**HAMPDEN COUNTY REGIONAL
RETIREMENT BOARD**

**MINUTES OF MEETING
January 11, 2023**

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 10:05 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 and Mark Gold

Mr. O’Neil made a motion to go into recess until Board Member Robert Taylor arrived. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill – Yes; Mr. O’Neil – Yes; Mr. Taylor – absent, Mr. Sullivan – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

Mr. Sullivan made a motion to restart the board meeting at 10:12 A.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.

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes from the December 7, 2022, board meeting and to approve the special board meeting minutes from December 15, 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.

Mr. O’Neil made a motion to change the verbiage on Item 21 from the December 7, 2022, minutes to read “Waiver”. 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:** Mr. O’Neil made a motion to reaffirm the warrants issued December 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.

#62 Salary 1-4 includes overtime pay	\$ 28,866.65
#63 Board Member's Compensation	\$ 2,833.33
#64 Refunds and Transfers to Other Systems	\$ 345,289.22
#65 Monthly Expenses	\$ 88,934.70
#66 A Monthly Retirement Allowances	\$ 4,300,858.48

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. 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: 11/30/2022

PEOPLES BANK: - Vote to accept reconciled balances for Nov 2022

Money market Account Bal as of November 30, 2022	\$ 2,777,178.27
Checking Account as of November 30, 2022	\$ 1,580,426.02

4. **TRANSFER:** Mr. O'Neil made a motion to reaffirm the transfer on warrants for December 30, 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.

A.	<u>Needed for warrants:</u>	\$ 4,766,782.38
B.	<u>Transfer for warrants: 12/30/2022</u>	\$ 4,700,000.00
	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; Mr. Sullivan- Yes; and Chairman Schmaelzle – Yes; Motion approved 5-0.

SUPERANNUATION -

<u>NAME</u>	<u>TOWN</u>	<u>DATE</u>
SAPELLI, Jan	Agawam	10/7/2022
RAU, Donna	East Long	10/1/2022
BARRY, Richard	Longmeadow	10/7/2022
FISHER, Christina	Longmeadow	9/14/2022
CONVERSE, Ann	Ludlow	10/6/2022
JENKINS, Dorothy	Monson	10/1/2022
LAROCHE, Daniel	Monson	9/23/2022
METHE, Karen	Monson	9/15/2022
WELSH, Christopher	Palmer	11/7/2022
GIRARD, Richard	West. Hamp. Vets	9/23/2022
MAGUIRE, Paul	Wilbraham	10/6/2022

6. APPLICATIONS FOR RETIREMENT: Mr. Sullivan 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>
BEANE, Darryl	Agawam	1/6/2023	1	63-01	16-03
MAZZA, Paul	Agawam	12/14/2022	1	65-00	35-02
MORETZ, Jill	Chester	12/31/2022	4	66-04	11 yrs 5 mo
NILSSON, Asa	Longmeadow	12/31/2022	1	64-01	19-09
COE, Peter	Southwick	1/12/2023	1	70-05	32-03
FRENETTE, James	Southwick	1/12/2023	1	67-09	28-02
STROMGREN, Keith	Southwick	1/12/2023	1	68-06	42-08
VECCHIO, Ralph	Southwick	12/31/2022	1	73-06	12 yrs 1 mo
BURROWS, Teresa	Swck/Tolland	1/7/2023	1	63-00	22-08
MCLAUGHLIN, Craig	Swck/Tolland	12/15/2022	1	60-08	18-11
ROBIDOUX, Victor	Wilbraham	1/3/2023	4	55-03	30-05

7. INVESTMENT TRANSACTIONS: The board reviewed the November 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. PRIT FUND TRANSFER: Mr. O’Neil made a motion to vote to affirm the transfer from PRIT to Money Market for \$2,500,000.00 to cover retiree payroll and expenses for the month of January 2023. 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.

9. NOTICES OF INJURY: Mr. Sullivan made a motion to approve the Notices of Injury reports. 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.

<u>Name</u>	<u>Unit</u>	<u>Department</u>	<u>Injury Date</u>
GAGNON, Joshua	Wilbraham	Police	10/31/2022
WITEK, Jeffrey	Wilbraham	Fire	5/22/2022

10. 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- 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>
AGAWAM		
CAPUTO, Christopher	1	11/14/2022
DECARO, Tiffany	1	11/02/2022
GORDNER, Katelynn	1	12/07/2022
MARTIN, Nikolai	1	12/05/2022

PICARD, Joy	1	11/21/2022
REED, Travis	1	11/15/2022
TOWSE, Douglas	1	12/13/2022
<u>BRIMFIELD</u>		
BOUCHARD, Paul	4	12/07/2022
GUILLETTE, Andrea	1	12/27/2022
MARK, Wayne	4	12/07/2022
<u>CHESTER</u>		
CHECHILE, Cooper	1	12/02/2022
HALL, Diane	1	11/28/2022
<u>EAST LONGMEADOW</u>		
ADAMO, Helen	1	11/28/2022
BERMAN, Mark	1	11/28/2022
GENTILE, Frank	1	11/15/2022
HANNAH, Sara	1	10/24/2022
STETSON, John	1	10/28/2022
<u>HAMPDEN/WILB</u>		
GILBERT, Stephanie	1	11/14/2022
GOODREAU, Coleen	1	10/31/2022
LABBE, Wendy	1	08/26/2022
MEKAL, Stephanie	1	11/29/2022
PEROK, Krysten	1	10/25/2022
<u>LONGMEADOW</u>		
ABDI, Antar	1	11/21/2022
GRIFFIN, Cam	4	11/14/2022
KRSTYEN, Michael	1	11/07/2022
LAMOTTE, Gary	4	11/14/2022
REILLY, Eileen	1	10/03/2022
SANTIAGO, Bryan	4	11/14/2022
STEEDLE, Elizabeth	1	11/28/2022
SWARTZ, Benjamin	1	11/15/2022
TAPIA, Richard	1	11/14/2022

LUDLOW

DELLACROCE, Angela	1	11/21/2022
SCAVOTTO, Giana	1	11/14/2022
SCOTT, Jo-Ann	1	11/14/2022

MONSON

COWEN, Michelle	1	10/31/2022
HOPE, Shane	4	11/15/2022
KENYON, Danielle	1	11/01/2022
KOWALIK, Jacqueline	1	10/31/2022
MCKEEVER, Sean	1	11/08/2022

PALMER

KNOWLTON, Sarah	1	11/07/2022
SANDOVAL, Jennifer	1	11/02/2022

SOUTHWICK

SEDELOW, Tricia	1	10/11/2022
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SWICK/TOLLAND

BECHTOLD, Samantha	1	10/24/2022
MOUNTAIN, Erin	1	12/12/2022
O'NEILL, Sean	1	11/14/2022
ZELAZKO, Martin	1	11/15/2022

WESTCOMM

BAKER, Nakisha	1	10/11/2022
CUNNINGHAM, Alex	1	10/11/2022
JENKINS, Christina	1	11/03/2022
MURRAY, William	1	10/11/2022
PIKNICK, Dylan	1	10/11/2022
RESNICK, Avrohom	1	10/11/2022

WILBRAHAM

SHAW, Owen	4	11/14/2022
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11. **EXPENSE BREAKDOWN**—Mr. O'Neil made a motion to table the review and approval of the monthly budget report and budget breakdown for the next meeting so the budget year can be changed from 2023 to 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.

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

13. **OVERTIME REQUEST** – Mr. Taylor made a motion to discuss and vote on overtime for the staff for January and February 2023 for YTD balancing, 1099 and Annual Statement preparation. 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.

14. **AUDIT COMMITTEE REPORT**- There was no Audit Committee meeting in December 2022.

15. **AUDIT COMMITTEE** – Chairman Schmaelzle went into detail as to why the outside Audit Committee was created 20 months ago and that the Hampden County Regional Retirement Board is the only board in the state to have this type of committee. Mr. O’Neil read an email he received from Paul Pasterczyk who is the Chairman of the Audit Committee stating his opinions and thoughts on why he feels the Audit Committee should remain in place.

At 11:11 A.M. Ms. Hill left the meeting and returned at 11:13 A.M.

After much discussion between the board members, Mr. Taylor made a motion to terminate the Audit Committee. Mr. Sullivan seconded the motion, and the roll call vote was Ms. Hill - No; Mr. O’Neil – No; Mr. Taylor – Yes; Mr. Sullivan – Yes; Chairman Schmaelzle – Yes. Motion approved 3-2.

16. **TRIAL BALANCE** – Mr. O’Neil made a motion to approve and sign the trial balances from November 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. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Chairman Schmaelzle thanked the 3 new board members and the staff for doing an excellent job in 2022.

18. **PERAC MEMOS** –The board reviewed and filed PERAC memos #31, #32, #33 and # 34. Chairman Schmaelzle mentioned he would like to see the staff and board attend the webinar on February 15, 2023, and the staff attend the webinar on February 16, 2023.

19. **DEATH INDEX**– Mr. Sullivan made a motion to vote on the CertiDeath proposal. 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.

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

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

22. **LEGAL UPDATE** – Attorney ViVenizio 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.

23. **ACCIDENTAL DISABILITY** – Mr. Sullivan made a motion to approve the acceptance of the Accidental Disability application for Yvette Alexio. Mr. O’Neil 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.

There being no further business before the Board, Ms. Hill made a motion to adjourn the meeting at 12:52 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.

Karl J. Schmaelzle

Pat O'Neil

Mr. Taylor
