

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
August 2, 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 10:06 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 via zoom  
Thomas Sullivan Member– present in office

**BOARD STAFF IN ATTENDANCE:**

Atty. Alfredo ViVenzio -present in office  
Erica LeCours, Assistant Director - present in office  
Melissa Melendez, Administrative Assistant - present in office

Mr. Sullivan made a motion to **combine agenda items # 7 and # 14 and to take them out of order**. 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.

7. **INVESTMENT TRANSACTIONS:** The board reviewed the June 30, 2023, 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.

14. **PRIT:** Francesco Daniele from PRIT attended the meeting and gave a detailed update on the HCRB PRIT fund.

1. **MINUTES:** Mr. Sullivan made a motion to approve and sign the regular board meeting minutes from the July 12, 2023, 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 July 31, 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.

|  |  |    |              |
|--|--|----|--------------|
| #31 Salary 1-4                             |  | \$ | 20,113.14    |
| #32 Board Member’s Compensation            |  | \$ | 2,833.33     |
| #33 Refunds and Transfers to Other Systems |  | \$ | 195,329.21   |
| #34 Monthly Expenses                       |  | \$ | 34,702.26    |
| #35 A Monthly Retirement Allowances        |  | \$ | 4,436,415.87 |

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 for April 30, 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.

**BALANCES: 6/30/2023**

**PEOPLES BANK:** - Vote to accept reconciled balances for April 30, 2023.

|  |                 |
|--|-----------------|
| Money market Account Bal as of June 30, 2023 | \$ 1,784,032.03 |
| Checking Account as of June 30, 2023         | \$ 1,119,321.05 |

4. **TRANSFER:** Mr. Sullivan made a motion to reaffirm the transfer on warrants for July 31, 2023. 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.

|    |   |                 |
|----|---|-----------------|
| A. | <b>Needed for warrants:</b>               | \$ 4,689,393.81 |
| B. | <b>Transfer for warrants: 7/31/2023</b>   | \$ 4,690,000.00 |
|    | 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.

| <b><u>SUPERANNUATION -</u></b>      |                    |                    |
|-------------------------------------|--------------------|--------------------|
| <b><u>NAME</u></b>                  | <b><u>TOWN</u></b> | <b><u>DATE</u></b> |
| Herman, William                     | Chester            | 7/7/2023           |
| Dziedzic, John                      | Hampden/Wilbraham  | 6/30/2023          |
| Crafts, Lauren                      | Longmeadow         | 5/15/2023          |
| Macasta, Gerald                     | Longmeadow         | 5/26/2023          |
| <b><u>ACCIDENTAL DISABILITY</u></b> |                    |                    |
| Massai, David                       | Southwick          | 6/6/2023           |

6. **APPLICATIONS FOR RETIREMENT:** Mr. Taylor made a motion to approve the new retirement applications. 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>Name</u></b> | <b><u>Unit</u></b> | <b><u>Date</u></b> | <b><u>Group</u></b> | <b><u>Age</u></b> | <b><u>Service</u></b> |
|--------------------|--------------------|--------------------|---------------------|-------------------|-----------------------|
| Petrucci, Sherry   | Agawam             | 8/5/2023           | 1                   | 65-03             | 29-00                 |
| Desautels, Juli    | East Longmeadow    | 8/8/2023           | 1                   | 63-00             | 16-08                 |
| Korzec, Thomas     | Wilbraham          | 8/19/2023          | 4                   | 63-10             | 32-00                 |

**8. PRIT FUND TRANSFER:** Mr. Taylor made a motion to vote to affirm the transfer from Peoples Money Market account to PRIT Fund for investment in Board's General Allocation Account. 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.

**9. NOTICES OF INJURY:** There were no Notices of Injury reports to review.

**10. NEW MEMBERS:** Mr. Sullivan made a motion to approve and file the new members. 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>Unit/Name</u>                | <u>Group</u> | <u>Start Date</u> |
|---------------------------------|--------------|-------------------|
| <b><u>AGAWAM</u></b>            |              |                   |
| BRUMMETT, Carole                | 1            | 6/5/2023          |
| FITZGERALD, Jeremiah            | 1            | 7/17/2023         |
| HASTINGS, Callum                | 4            | 7/17/2023         |
| ROBBINS, Gino                   | 1            | 7/17/2023         |
| <b><u>COUNTY OF HAMPDEN</u></b> |              |                   |
| MITCHELL, Angela                | 1            | 7/24/2023         |
| <b><u>EAST LONGMEADOW</u></b>   |              |                   |
| GRIFFIN, Patrick                | 1            | 7/10/2023         |
| <b><u>HAMPDEN/WILBRAHAM</u></b> |              |                   |
| GORDON, Daniel                  | 1            | 7/3/2023          |
| <b><u>LONGMEADOW</u></b>        |              |                   |
| BENTO, Mark                     | 1            | 7/10/2023         |
| HOUSTON, Charity                | 1            | 8/24/2023         |
| WITTBOLD, Maureen               | 1            | 5/1/2023          |
| <b><u>LUDLOW</u></b>            |              |                   |
| LYNCH, Caitlin                  | 1            | 4/24/2023         |
| MOREHOUSE, Elizabeth            | 1            | 2/13/2023         |
| STEADWARD, Sabrina              | 1            | 4/24/2023         |
| VARGAS, Juliz                   | 1            | 5/1/2023          |
| <b><u>PALMER</u></b>            |              |                   |
| MISISCHIA, Melissa              | 1            | 7/5/2023          |
| USHER, Emily                    | 1            | 7/16/2023         |
| <b><u>PALMER FIRE</u></b>       |              |                   |
| CHESNES, Amber                  | 1            | 7/1/2023          |
| <b><u>WILBRAHAM</u></b>         |              |                   |
| COLKOS, Taylor                  | 1            | 7/1/2023          |

11. **EXPENSE BREAKDOWN**–Board reviewed and filed the expense breakdown.
12. **DIRECTORS REPORT** – Ms. LeCours reviewed the monthly directors’ report which the board members received in their monthly packets prior to the meeting.
13. **TRIAL BALANCE** –Mr. O’Neil made a motion to approve the trial balance from April 2023. 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.
15. **PETER SADOWSKI**- Mr. Taylor made a motion to vote and accept the letter Mr. Sadowski sent to the Retirement Board dated July 17, 2023, regarding withdrawal of his retirement application with the Town of Agawam. 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.
16. **ADMINISTRATIVE TRAINING**- Mr. Sullivan made a motion to approve the new administrative training for Angela Mitchell to attend on August 23, 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; Chairman Schmaelzle – Yes. Motion approved 5-0.
17. **EMERGING ISSUES FORUM 2023 CONFERENCE** – Mr. O’Neil made a motion to vote and approve the Board Members and Executive Director to attend the conference on September 21, 2023. 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. **WORKER COMPENSATION, PROPERTY AND LIABILITY INSURANCE** – Mr. O’Neil made a motion to accept the new rates from MIIA for workers comp, property, and liability insurance for the period of 7/1/2023-7/1/2024. 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.
19. **REINSTATE COLA** – Mr. Taylor made a motion to accept the letter from an Agawam retiree to reinstate the COLA that was waived on July 1, 2018. 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.
20. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Chairman Schmaelzle would like to welcome the Retirement Boards newest employee, Angela Mitchell.
21. **PERAC MEMOS** – The Board reviewed and filed PERAC memo # 17.
22. **OLD BUSINESS** – No old business was discussed.
23. **NEW BUSINESS** – No new business was discussed.
24. **LEGAL UPDATE** – Attorney ViVenzio gave an update on the following cases:
- Sherry Souliere – Parties are waiting for a decision from CRAB
  - Sagendorph – Board received an adverse decision-Attorney ViVenzio recommends the Retirement Board appeal to the CRAB board
  - Carr – DALA appeal, no date set yet
  - Labrecque- No notice received for the DALA appeal

Mr. Sullivan made a motion to enter into Executive Session at 10:58 a.m. to discuss the Sagendorph ADR application and adverse decision. 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.

Mr. Sullivan made a motion to end the Executive Session at 11:15 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; Chairman Schmaelzle – Yes. Motion approved 5-0.

There being no further business before the Board, Mr. Taylor made a motion to adjourn the meeting at 11:16 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; Chairman Schmaelzle – Yes. Motion approved 5-0.

