

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
November 1, 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 – called into meeting
- 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. Edward Pikula -present in office
- Karen Martin, Executive Director-present in office
- Erica LeCours, Assistant Director - present in office

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes from the October 5, 2023, 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- Abstain, and Chairman Schmaelzle – Yes. Motion approved 4-1.

2. **WARRANTS:** Mr. Sullivan made a motion to reaffirm the warrants issued October 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.

#46 Salary 1-4				\$	26,320.08
#47 Board Member's Compensation				\$	2,833.33
#48 Refunds and Transfers to Other Systems				\$	363,292.53
#49 Monthly Expenses				\$	67,439.53
#50 A Monthly Retirement Allowances				\$	4,588,409.08

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 for August 2023. 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.

<b>BALANCES: 8/31/2023</b>					
<b>PEOPLES BANK: - Vote to accept reconciled balances for August 2023</b>					
Money market Account Bal as of September 29,2023				\$	1,612,916.80
Checking Account as of September 29, 2023				\$	1,056,728.93

4. **TRANSFER:** Mr. Sullivan made a motion to reaffirm the transfer on warrants for October 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>	\$ 5,048,294.55
B.	<b>Transfer for warrants: 10/31/2023</b>	\$ 5,050,000.00
	From Peoples Bank Money Market Account to	
	Peoples Bank Checking Account	

5. **NEW ALLOWANCES:** 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 – Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Yes; and Chairman Schmaelzle – Yes; Motion approved 5-0.

<b>SUPERANNUATION -</b>		
<b>NAME</b>	<b>TOWN</b>	<b>DATE</b>
Drane, Karen	Agawam	8/11/2023
Petrucci, Sherry	Agawam	8/5/2023
Davis, Louise	East Longmeadow	8/27/2023
Desautels, Juli	East Longmeadow	8/8/2023
McKay, Lee	Hamp/Wilb	9/2/2023
Stone, Jeanne	Hamp/Wilb	8/31/2023
Downie, Judy	Longmeadow	8/29/2023
Berry, Dennis	Ludlow	7/24/2023
Marasa-Hoffmeier, Betty	Ludlow	7/21/2023
Boman, Deborah	Monson	8/18/2023
Lord, Keriann	Monson	8/17/2023
Naughton, Frances	Monson	8/18/2023
Korzec, Thomas	Wilbraham	8/19/2023
<b>POP UPS</b>		
Boissonneault, Alan	Agawam	9/21/2022
Grady, Jr. Ralph	Agawam	11/12/2022
Keefe, Brian	Agawam	10/9/2022
Kratovile, Rosemary	Agawam	4/28/2023
Woods, Phyllis	Ludlow	4/9/2023
Rae, Shirley	Wilbraham	12/11/2022

**6. APPLICATIONS FOR RETIREMENT:** Mr. Sullivan made a motion to approve the new retirement applications. 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>Date</u>	<u>Group</u>	<u>Age</u>	<u>Service</u>
Sacharczyk, Elisa A.	East Longmeadow	11/1/2023	1	69-04	24-00
Thomas, Kenneth	Hamp/Wilb	10/6/2023	1	65-02	24-09
Donaldson, Brian	Longmeadow	9/26/2023	4	50-09	29-00
Thielen, Jane	Montgomery	6/30/2023	1	76-03	39-07

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

**8. PRIT FUND TRANSFER:** Mr. O'Neil made a motion to vote to affirm the transfer from PRIT to Peoples Money Market account for \$5,000,000.00 to cover retiree payroll and expenses for the month of November 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; 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>
Sterling, Joshua	Wilbraham	Fire	10/12/2023

**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>AGAWAM</b>		
BANAS, Kenneth	4	10/2/2023
BURGESS, Jennifer	1	9/5/2023
CONTE, Nichole	1	9/5/2023
FARNEY, Kristina	1	9/5/2023
FINEGAN, Kathryn	1	9/5/2023
FRANCIS, Matthew	1	9/5/2023
GRABOSWKI, Susan	1	9/7/2023
KELE, Sarah	1	10/2/2023

<b>Unit/Name</b>	<b>Group</b>	<b>Start Date</b>
KELE, Sarah	1	10/2/2023
LUCIA, Jack	4	10/16/2023
MITCHELL, Joshua	4	9/25/2023
OZKAY, Ermine	1	9/27/2023
PAGE, Laine	1	9/25/2023
REED, Michael	4	10/16/2023
ROGALSKI, Matthew	4	10/16/2023
<b><u>BRIMFIELD</u></b>		
RICHARDS, Jenna	1	8/22/2023
<b><u>EAST LONGMEADOW</u></b>		
BERTHIAUME, Linda	1	8/25/2023
BERBENCH, Amber	1	10/2/2023
CARNEY, Abbie	1	8/25/2023
CHISHOLM, Renee	1	8/25/2023
DELGADO, Caryluz	1	8/25/2023
FAY, Noah	1	8/25/2023
GONCALVES, Ryan	1	8/25/2023
GUTIERREZ, Carla	1	8/25/2023
HANSON, Patricia	1	8/28/2023
KELLEHER, James	1	8/25/2023
LEAS, Catherine	1	9/20/2023
NATHAN, Elaine	1	8/1/2023
O'CONNOR, Rieghan	1	8/28/2023
O'DELL, Linda	1	8/28/2023
PEREIRA, Gabriella	1	8/25/2023
TAYLOR, Elizabeth	1	8/25/2023
WILLETTE, Gina	1	8/25/2023
<b><u>GRANVILLE</u></b>		
AULSTON, Darin	1	9/11/2023
<b><u>HAMPDEN</u></b>		
MCCORMICK, Lauren	1	9/13/2023

<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
<b>HAMPDEN/WILBRAHAM</b>		
KASTEN, Lora	1	8/29/2023
LIMU, Cathleen	1	8/29/2023
MOYNAHAN, Lindsay	1	9/11/2023
SMUS, Denise	1	9/5/2023
THEOPHILOPOULOS, Trisha	1	8/29/2023
<b>LONGMEADOW</b>		
CECCHINI, Vinny	4	10/16/2023
KEATING, Ryan	4	10/16/2023
MATIN, Anika	1	8/24/2023
<b>LUDLOW</b>		
CAVALLO, Crystal	1	7/1/2023
LAUZON, Steven	1	8/14/2023
SPEAR, Gary	1	9/12/2023
ST. AMAND, Julianne	1	7/5/2023
TEECE, Shawn	1	8/29/2023
WILMOT, Patricia	1	7/31/2023
<b>PALMER FIRE</b>		
FORGUES, Renee	4	8/28/2023
<b>PALMER</b>		
BAMBER, Julie	1	8/21/2023
BUCK, Matthew	1	7/3/2023
IVAN, Felix	1	8/16/2023
FIGUEROA, Heather	1	8/28/2023
GENTILE, Rachel	1	8/28/2023
JIANCES, Jessica	1	8/8/2023
MASSE, Cassandra	1	8/28/2023
PARKER, Kelly	1	8/28/2023
SAVICKI, Melinda	1	8/28/2023
SHAW, Lauren	1	8/28/2023

<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
<b><u>PATHFINDER</u></b>		
BROWN, Jake	1	8/28/2023
LARIVÉE, Kayla	1	8/28/2023
LAVIGNE, Audrey	1	8/24/2023
<b><u>RUSSELL</u></b>		
HESS, Cameron	4	8/28/2023
<b><u>SOUTHWICK</u></b>		
HULTINE, Nicholas	4	9/4/2023
<b><u>SOUTHWICK/TOLLAND</u></b>		
TEAHAN, Aileen	1	9/11/2023

11. **BOARD MEMBER RESIGNATION**- The Board reviewed the resignation letter from the Advisory Council Board Member.

12. **EXPENSE BREAKDOWN**- The Board reviewed and filed the expense breakdown.

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

14. **TRIAL BALANCE** –Mr. O’Neil made a motion to approve the trial balance for August 31, 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. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Chairman Schmaelzle informed the board that he is currently working on the budget and new contracts for the office staff.

16. **PERAC MEMOS** – The Board reviewed and filed PERAC memos #21 and 22.

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

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

19. **LEGAL UPDATE** – Attorney Pikula informed the board that there are still cases pending and waiting for an update from the SJC.

There being no further business before the Board, Ms. Hill made a motion to adjourn the meeting at 10:25 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.

Michelle L. Hill

[Signature]

Karl Schmaelzle