

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
February 7, 2024**

The regular monthly meeting of the Hampden County Regional Retirement Board took place at the Agawam Corporate Center, 67 Hunt Street, Suite 202, 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 via zoom
- Robert Taylor, Member – present in office
- Patrick E. O’Neil, Member – present in office
- Dawn M. Fonte, Member – present in office
- Thomas Sullivan Member– absent

**BOARD STAFF IN ATTENDANCE:**

- Atty. Edward Pikula -present in office
- Karen Martin, Executive Director-present in office
- Erica LeCours, Assistant Director - present in office

Mr. Taylor made a motion to name Patrick O’Neil the temporary chairman for the meeting held on February 7, 2024. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Absent, and Chairman Schmaelzle – Yes. Motion approved 4-1.

1. **MINUTES:** Mr. Schmaelzle made a motion to approve and sign the regular board meeting minutes from the January 10, 2024, board meeting. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Absent, and Chairman Schmaelzle – Yes. Motion approved 4-1.

2. **WARRANTS:** Mr. Taylor made a motion to reaffirm the warrants issued January 31, 2024. Mr. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Absent, and Chairman Schmaelzle – Yes. Motion approved 4-1.

#1 Salary 1-4				\$	27,535.20
#2 Board Member's Compensation				\$	2,833.33
#3 Refunds and Transfers to Other Systems				\$	117,728.66
#4 Monthly Expenses				\$	24,746.25
#5 A Monthly Retirement Allowances				\$	4,566,368.60
#5 B 3 8 C Payments				\$	275,450.93

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. Fonte made a motion to approve the account balances for December 29, 2023. Mr. Schmaelzle seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O’Neil – Yes; Mr. Taylor - Yes; Mr. Sullivan- Absent, and Chairman Schmaelzle - Yes. Motion approved 4-1.

<b>PEOPLES BANK: - Vote to accept non-reconciled balances Dec 29, 2023</b>		
Money market Account Bal as of December 29 ,2023		\$ 2,865,635.99
Checking Account as of December 29, 2023		\$ 727,388.88

4. **TRANSFER:** Mr. Taylor made a motion to reaffirm the transfer on the warrants for January 31, 2024. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O’Neil – Yes; Mr. Taylor - Yes; Mr. Sullivan, - Absent, and Chairman Schmaelzle - Yes. Motion approved 4-1.

A.	<b>Needed for warrants:</b>	\$ 5,014,662.97
B.	<b>Transfer for warrants: 1/31/2024</b>	\$ 5,015,000.00
	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. Schmaelzle seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Absent; and Chairman Schmaelzle – Yes; Motion approved 4-1.

<b><u>SUPERANNUATION -</u></b>		
<b><u>NAME</u></b>	<b><u>TOWN</u></b>	<b><u>DATE</u></b>
Duval, Russell/Iva	Agawam	12/18/2023
Hartmann, Ann Marie	Agawam	11/3/2023
Alves, Jose A./Rosa	Ludlow (Surv D)	10/17/2023
Dubois, Rene	Ludlow	11/18/2023
Les, Catherine	Palmer (Surv D)	11/30/2023
Hatch, Linda	Wilbraham	11/18/2023
<b><u>ACCIDENTAL DISABILITY</u></b>		
Alexio, Yvette	Ludlow	4/2/2023
Gilrein, Michael	Ludlow	12/8/2023

**6. APPLICATIONS FOR RETIREMENT:** Mr. Taylor made a motion to approve the new retirement applications. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Absent, and Chairman Schmaelzle – Yes; Motion approved 4-1.

<b>Name</b>	<b>Unit</b>	<b>Date</b>	<b>Group</b>	<b>Age</b>	<b>Service</b>
Eades, Jeffrey	Agawam	1/18/2024	1	55-00	20-04
Harrington, William	Agawam	3/15/2024	1	68-03	10 yrs 10 mo
Shay, Daniel	Agawam	1/11/2024	1	65-06	30-05
Maurer, Richard	East Longmeadow	3/24/2024	1	72-00	12 yrs 7 mo
Pope, Thomas	Hampden	2/9/2024	1	55-01	12 yrs 4 mo
Kogut, Kathryn	Hampden/Wilb	12/31/2023	1	69-01	22-09
Robinson, Olinda	Hampden/Wilb	1/1/2024	1	56-08	14-01
St. Marie, Lori	Monson	3/1/2024	1	64-03	33-04
St. Onge, Linda	Palmer	1/4/2024	1	62-06	35-06
Zarenko, Dana	Palmer	2/16/2024	1	65-06	30-00
Kane, Heidi	Wilbraham	3/29/2024	1	58-00	20-09

**7. INVESTMENT TRANSACTIONS:** The board reviewed the December 31, 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. Schmaelzle made a motion to vote to affirm the transfer from PRIT to Peoples Money Market account for \$4,500,000.00 to cover retiree payroll and expenses for the month of February 2024. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Absent; and Chairman Schmaelzle – Yes; Motion approved 4-1.

**9. NOTICES OF INJURY:** There were no notices of injury reports. Mr. Taylor inquired on the retirement board procedures a member must take when they are injured on the job; it is the responsibility of the injured employee and the town they work for to inform the retirement board of any injury and supply the board with an injury report.

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

<b>Unit/Name</b>	<b>Group</b>	<b>Start Date</b>
<b>AGAWAM</b>		
BORGATTI, Edward	1	1/1/2024
DZIEWIT, Jessica	1	1/2/2024
HALL, Chad	1	1/3/2024
HERLIHY, Meghan	1	12/11/2023
LAFLAMME, Daniel	1	12/11/2023
LYSICK, Daniel	1	1/16/2024
MCDUGAL, Catherine	1	1/2/2024
VALEGO, Maria	1	1/2/2024
ZABROWSKI, Shawn	1	1/29/2024

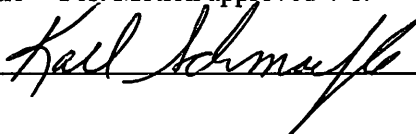
<b>Unit/Name</b>	<b>Group</b>		<b>Start Date</b>
<b><u>EAST LONGMEADOW</u></b>			
ACEVEDO, Carlos		1	11/20/2023
BRODEUR, Katlyn		1	1/2/2024
BUFFINGTON, Kris		1	1/8/2024
CHASSE, Thomas		1	12/11/2023
EMITERIO, Angela		1	12/18/2023
GRIGOROV, Alexander		1	1/8/2024
MANLEY, Jodi		1	12/18/2023
REILLY, Adele		1	12/18/2023
<b><u>HAMPDEN</u></b>			
KENNEDY, Brendan		4	1/2/2024
<b><u>HAMPDEN/WILBRAHAM</u></b>			
FERREIRA, Colin		1	12/18/2023
GRANDFIELD, Patricia		1	11/15/2023
MORALES, Rachel		1	12/11/2023
PAYNE, Melissa		1	10/11/2023
SANCHEZ, Shyrka		1	12/11/2023
WHITE, Elizabeth		1	11/27/2023
<b><u>LONGMEADOW</u></b>			
DUCHARME, Tami		1	12/14/2023
LANZIERI, Ryley		4	12/4/2023
PIKULA, Jennifer		1	12/4/2023
RIVERA, Antonio		4	11/20/2023
<b><u>LUDLOW</u></b>			
DEYO, Julie		1	11/15/2023
LECH, John		1	11/27/2023
LOPES, Sarah		1	11/20/2023
<b><u>PALMER</u></b>			
CROMACK, Lawrence		1	11/20/2023
ENRIGHT, Justin		1	12/27/2023
HALL, Reginald		1	11/6/2023

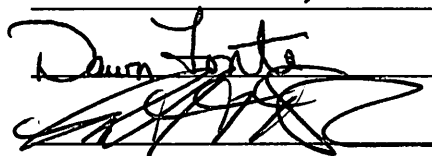
<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
<b><u>PATHFINDER</u></b>		
MORIN, Serena	1	12/11/2023
RIVERA-GARCED, Isabel	1	10/23/2023
SMITH, Brittany	1	11/13/2023
<b><u>SOUTHWICK/TOLLAND</u></b>		
BRICAULT, Samantha	1	12/18/2023
HOWARD, Sean	1	12/1/2023
HUSSEY, Kelly	1	11/30/2023
NORTH, Shannon	1	11/27/2023
<b><u>WILBRAHAM</u></b>		
DANE, William	1	11/27/2023

11. **EXPENSE BREAKDOWN**- The Board reviewed and filed the expense breakdown.
  12. **DIRECTORS REPORT** – Ms. Martin reviewed the monthly directors’ report which the board members received in their monthly packets prior to the meeting.
  13. **TRIAL BALANCE** – There was no trial balance due to year end processing.
  14. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Chairman Schmaelzle thanked Ms. Martin and Ms. LeCours for their hard work in setting up Cybersecurity training for the office and for the savings to the retirement board by having PERAC perform the actuarial evaluation.
  15. **PERAC MEMOS** – The Board reviewed and filed PERAC memos #3-9.
  16. **OLD BUSINESS** – No old business was discussed.
  17. **NEW BUSINESS** – Francesco Daniele from Mass Prim will present to the board in March.
  18. **LEGAL UPDATE** – Attorney Pikula updated the board on the Accidental Disability applications on the agenda this month.
  19. **ACCIDENTAL DISABILITY** –Philip Levesque-Attorney Pikula reviewed the application for Accidental Disability for Philip Levesque and informed the board that a corrected page 6 of the application will be faxed over, and any outstanding questions were satisfied. Mr. Schmaelzle made a motion to approve the application for Accidental Disability submitted by Philip Levesque and request that PERAC convene a medical panel. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Absent; Chairman Schmaelzle – Yes. Motion approved 4-1.
- Mr. Levesque is still receiving workers’ compensation and will contact the Retirement Board once settled for the offset amount.
20. **ACCIDENTAL DISABILITY**- Benjamin Sanchez-Attorney Pikula recommended the board approve the Accidental Disability application. Ms. Fonte made a motion to approve and grant an Accidental Disability benefit to Benjamin Sanchez. Mr. Schmaelzle seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan – Absent; Chairman Schmaelzle – Yes. Motion approved 4-1.

Mr. Sanchez is still receiving workers' compensation and will contact the Retirement Board once settled for the offset amount.

There being no further business before the Board, Mr. Schmaelzle made a motion to adjourn the meeting at 10:37 A.M. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Sullivan- Absent: Chairman Schmaelzle – Yes. Motion approved 4-1.

  
\_\_\_\_\_

  
\_\_\_\_\_  
\_\_\_\_\_