

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
March 6, 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 10:05 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 via zoom  
Dawn M. Fonte, 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

Mr. Taylor made a motion to take item #20, PRIT presentation out of order. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.

20. **PRIT:** Francesco Daniele from PRIT gave a detailed update to the board on the Hampden County Retirement Board PRIT Fund. The presentation materials can be found on our website: [www.hcrb.org](http://www.hcrb.org) and located under Financials.

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes from the February 7, 2024, board meeting. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.

2. **WARRANTS:** Mr. Taylor made a motion to reaffirm the warrants issued February 29, 2024. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.

|   |  |  |  |    |              |
|---|--|--|--|----|--------------|
| #6 Salary 1-5                             |  |  |  | \$ | 36,197.65    |
| #7 Board Member's Compensation            |  |  |  | \$ | 2,683.33     |
| #8 Refunds and Transfers to Other Systems |  |  |  | \$ | 254,621.57   |
| #9 Monthly Expenses                       |  |  |  | \$ | 24,154.51    |
| #10 A Monthly Retirement Allowances       |  |  |  | \$ | 4,649,422.44 |
| #10 B 3 8 C Payments                      |  |  |  | \$ | 87,779.83    |

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 January 31, 2024. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil – Yes; Mr. Taylor - Yes; and Chairman Schmaelzle - Yes. Motion approved 4-0.

|   |  |                 |
|---|--|-----------------|
| <b>PEOPLES BANK: - Vote to approve reconciled balances Dec 29, 2023</b> |  |                 |
| Money market Account Bal as of January 31, 2024                         |  | \$ 1,198,099.89 |
| Checking Account Bal as of January 31, 2024                             |  | \$ 1,006,729.21 |

4. **TRANSFER:** Ms. Fonte made a motion to reaffirm the transfer on the warrants for February 29, 2024. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil – Yes; Mr. Taylor - Yes; and Chairman Schmaelzle - Yes. Motion approved 4-0.

|    |   |                 |
|----|---|-----------------|
| A. | <b>Needed for warrants:</b>               | \$ 5,054,859.33 |
| B. | <b>Transfer for warrants: 2/29/2024</b>   | \$ 5,050,000.00 |
|    | 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. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes; Motion approved 4-0.

| <b>SUPERANNUATION -</b> |                 |             |
|-------------------------|-----------------|-------------|
| <b>NAME</b>             | <b>TOWN</b>     | <b>DATE</b> |
| Eades, Jeffrey          | Agawam          | 1/18/2024   |
| Shay, Daniel            | Agawam          | 1/11/2024   |
| Findlay, Jayson         | Brimfield       | 12/31/2023  |
| O'Connor, Mary          | East Longmeadow | 1/8/2024    |
| Kogut, Kathryn          | Hamp/Wilb       | 12/31/2023  |
| Robinson, Olinda        | Hamp/Wilb       | 1/1/2024    |
| Lachance, Colleen       | Palmer          | 1/1/2024    |
| Lachut, Geneva          | Palmer          | 12/31/2023  |

6. **APPLICATIONS FOR RETIREMENT:** Mr. Taylor made a motion to approve the new retirement applications as corrected. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes; Motion approved 4-0.

| <u>Name</u>        | <u>Unit</u> | <u>Date</u> | <u>Group</u> | <u>Age</u> | <u>Service</u> |
|--------------------|-------------|-------------|--------------|------------|----------------|
| DiAugustino, Carol | Agawam      | 4/4/2024    | 1            | 55-00      | 70-02          |
| Mercadante, Diane  | Agawam      | 4/16/2024   | 1            | 65-00      | 15-09          |
| Findlay, Jayson    | Brimfield   | 12/31/2023  | 1            | 65-09      | 26-00          |
| Diotalevi, Lisa    | Ludlow      | 4/30/2024   | 1            | 64-04      | 29-11          |
| Bush, Jr. Roger    | Russell     | 4/24/2024   | 1            | 68-00      | 23-00          |
| Tardif, Carole     | Wilbraham   | 5/24/2024   | 1            | 65-06      | 26-04          |

7. **INVESTMENT TRANSACTIONS:** The board reviewed the January 31, 2024, 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. Taylor 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 March 2024. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes; Motion approved 4-0.

9. **NOTICES OF INJURY:** Mr. Taylor made a motion to approve the Notices of Injury reports. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.

| <u>Name</u>       | <u>Unit</u> | <u>Department</u> | <u>Injury Date</u> |
|-------------------|-------------|-------------------|--------------------|
| Alberici, Jack    | Wilbraham   | Police            | 1/20/2024          |
| Kristek, Jeffrey  | Wilbraham   | Fire              | 1/30/2024          |
| Prosperi, Cameron | Wilbraham   | Police            | 1/20/2024          |
| Shaw, Owen        | Wilbraham   | Fire              | 2/15/2024          |


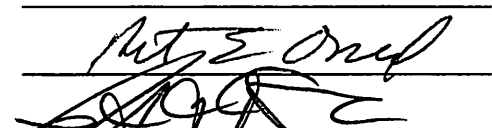

10. **NEW MEMBERS:** Mr. O’Neil made a motion to approve and file the new members. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.

| <u>Unit/Name</u>              | <u>Group</u> | <u>Start Date</u> |
|-------------------------------|--------------|-------------------|
| <b><u>AGAWAM</u></b>          |              |                   |
| ANDRUSS, Tony                 | 1            | 2/12/2024         |
| SMUS, Peter                   | 1            | 1/2/2024          |
| <b><u>EAST LONGMEADOW</u></b> |              |                   |
| BURNS, Damian                 | 1            | 1/2/2024          |
| CASSIDY, Kaylie               | 1            | 1/2/2024          |
| DATTILO, Amanda               | 1            | 1/29/2024         |
| MCCABE, Kevin                 | 1            | 12/15/2023        |

| <b>Unit/Name</b>                | <b>Group</b> | <b>Start Date</b> |
|---------------------------------|--------------|-------------------|
| OTTOSON, Cameron                | 4            | 1/2/2024          |
| PARADIS, Cyndy                  | 1            | 1/15/2024         |
| SANSCHAGRIN, Ryan               | 4            | 1/2/2024          |
| <b><u>GRANVILLE</u></b>         |              |                   |
| JANSEN, John                    | 1            |                   |
| <b><u>HAMPDEN/WILBRAHAM</u></b> |              |                   |
| JOHNSON, Diane                  | 1            | 1/16/2024         |
| MANNING, Leah                   | 1            | 1/4/2024          |
| MILLES, Alexander               | 1            | 1/4/2024          |
| MORIARTY, Grace                 | 1            | 1/22/2024         |
| NARDI, Melanie                  | 1            | 1/12/2024         |
| <b><u>LONGMEADOW</u></b>        |              |                   |
| KOIVISTO, Katherine             | 1            | 1/22/2024         |
| SWEENEY, Zachary                | 1            | 1/2/2024          |
| ZAVALUNOV, Valerie              | 1            | 1/17/2024         |
| <b><u>LUDLOW</u></b>            |              |                   |
| COSTA, Telmo                    | 1            | 1/2/2024          |
| CROSBY, Tereza                  | 1            | 12/11/2023        |
| DELGAIZO, Haleigh               | 1            | 1/22/2024         |
| <b><u>MONSON</u></b>            |              |                   |
| BARRETT, Amanda                 | 1            | 9/5/2023          |
| CHARBONNEAU, Angela             | 1            | 11/6/2023         |
| DONOVAN, Lauren                 | 1            | 11/20/2023        |
| LENA, Cindy                     | 1            | 11/8/2023         |
| MCMAHON, Ryan                   | 1            | 10/31/2023        |
| MOJICA, Adrienne                | 1            | 11/6/2023         |
| SHAW, Elizabeth                 | 1            | 10/17/2023        |
| <b><u>PALMER</u></b>            |              |                   |
| LECH, Dorothy                   | 1            | 1/11/2024         |
| LIS, Angela                     | 1            | 1/2/2024          |
| PENDRICK, Nathalie              | 1            | 1/8/2024          |
| ROBINSON, Carmella              | 1            | 1/8/2024          |
| <b><u>SOUTHWICK</u></b>         |              |                   |
| HIBERT, Thomas                  | 1            | 2/1/2023          |
| <b><u>SOUTHWICK/TOLLAND</u></b> |              |                   |
| HEARN, William                  | 1            | 1/25/2024         |

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** – Mr. O’Neil made a motion to approve the Pre-Close Trial Balance for December 31, 2023. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.
14. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – No Retirement Board Comments.
15. **MIIA RATES**- Ms. Fonte made a motion to bundle the new health insurance rates with the dental and vision rates. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.
16. **PERAC MEMOS** – No PERAC memos to review.
17. **OLD BUSINESS** – No old business was discussed.
18. **NEW BUSINESS** – No old business was discussed.
19. **LEGAL UPDATE** – Attorney Pikula updated the board on the Findings of Facts regarding the remanded letter from PERAC for the ADR/ODR application filed by John Labrecque. Based on the reconsideration of evidence and consultations between legal counsel for the Board and for Mr. Labrecque, Mr. O’Neil made a motion to grant an Accidental Disability Retirement allowance for John Labrecque. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-0.

There being no further business before the Board, Ms. Fonte made a motion to adjourn the meeting at 11:28 A.M. Mr. Taylor seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Chairman Schmaelzle – Yes. Motion approved 4-0.

  
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