

HAMPSHIRE COUNTY RETIREMENT ADVISORY COUNCIL

Minutes of Election Board Meeting – November 17, 2023

The Hampshire County Retirement Advisory Council held its Election Board meeting on November 17, 2023 via Zoom. Chairperson Jennifer LaFountain called the meeting to order at 10:02 a.m.

The following Council members were present: Chairperson Jennifer LaFountain (Town of Amherst), Jane Wolfe, (Belchertown Water District), Joseph Shea, (Hampshire County Group Insurance Trust), Kari Scytowski (South Hadley Fire District #1), Barbara Miller (South Hadley Fire District #2), Sarah Mann (Town of Belchertown), and Jennifer Day (Town of Southampton). Count: 7 voting members representing 7 of 36 units. Other individuals present were Advisory Council Secretary Mary Baronas, Retirement Board Chairman Patrick Brock, Retirement Board staff Patricia Rutkowski and Jean Fay.

The first order of business was the election of Secretary of the Advisory Council for the term of January 1, 2024 to December 31, 2026. Jane Wolfe, seconded by Joseph Shea, nominated Mary Baronas for the position of Secretary. No other nominations were made. Nominations were closed and unanimously (Jane Wolfe, yes; Joseph Shea, yes; Kari Scytowski, yes; Barbara Miller, yes; Jennifer LaFountain, yes; Sarah Mann, yes; Jennifer Day, yes) elected Mary Baronas as Secretary of the Advisory Council for the term of January 1, 2024 to December 31, 2026.

The second order of business was the election of Advisory Council's Representative to the Hampshire County Retirement Board for the term of January 1, 2024 to December 31, 2026. Sarah Mann, seconded by Barbara Miller, nominated Jane Wolfe for the position of the Advisory Council's Representative to the Hampshire County Retirement Board. No other nominations were made. Nominations were closed and unanimously (Joseph Shea, yes; Kari Scytowski, yes; Barbara Miller, yes; Jennifer LaFountain, yes; Sarah Mann, yes; Jennifer Day, yes) elected Jane Wolfe as the Advisory Council's Representative to the Hampshire County Retirement Board for the term of January 1, 2024 to December 31, 2026.

The third order of business was the confirmation of eligible nominees and the certification that an election for two vacant member representative positions to the Retirement Board for the 3-year term of January 1, 2024 to January 31, 2026 and the completion of the term ending on December 31, 2025. Nomination papers were submitted by Jean Fay, Jennifer LaFountain, and Joseph Shea. All three nomination papers were found to be in order with pre-requisite verified signatures. The placement order of candidate names to appear on the ballots was randomly drawn as follows: Jennifer LaFountain, Joseph Shea and Jean Fay.

The Election will be conducted entirely by mail. The election date was set for December 21, 2023 such that all ballots must be postmarked on or before December 21, 2023 to constitute a legal ballot and must be received at the Hampshire County Retirement Office no later than 1 p.m. on December 28, 2023 at which time ballots will be opened and tabulated. Ballots will be mailed to all members and retirees on December 1, 2023 (at least 20 days before election date).

Upon Jane Wolfe's motion and Barbara Miller's second, the Advisory Council Election Board meeting adjourned at 10:08 a.m. by unanimous consent.

Respectfully submitted,


Mary G. Baronas, Secretary

Certified as accurate record of proceedings:


Chairperson Jennifer LaFountain