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**HAMPSHIRE COUNTY RETIREMENT BOARD MINUTES**  
**September 11, 2019**

A meeting of the Hampshire County Retirement Board convened on **Wednesday, September 11, 2019** at 99 Industrial Drive, Suite 2, Northampton, MA 01060. The meeting was **called to order** at 9:04 a.m.

**ROLL CALL** showed Chairman Patrick E. Brock, Elected Members Vice Chairman Joseph A. Wilhelm, III and Elizabeth Sugrue, Appointed Members Joyce Karpinski and Jane Wolfe, Administrator Mary G. Baronas and Assistant Administrator Patricia M. Rutkowski were present.

Upon Mr. Wilhelm's motion and Ms. Karpinski's second, the Board voted unanimously to approve the **minutes of September 4, 2019.**

The following **DISBURSEMENTS** were reviewed and approved.

\$	2,496,905.72	<b>Retirement Allowance Payroll, August 2019 (Paid 8/30/2019)</b>		
		Annuity	\$439,081.44	
		Option B Refund	\$51,130.01	
		Pension	\$2,006,694.27	
\$	35,907.38	<b>Staff Payroll, August 2019.</b>		
\$	6,067.33	<b>Board Member Stipend, Month of September 2019.</b>		
\$	8,483.12	<b>Hampshire County Group Insurance Trust, September 2019 Health Insurance Premium. (Paid 8/28/2019)</b>		
\$	8,483.12	<b>Hampshire County Group Insurance Trust, October 2019 Health Insurance Premium.</b>		
\$	171.44	<b>ACSA Group Insurance, September 2019 Dental Insurance Premium. (Paid 8/28/2019)</b>		
\$	50.70	<b>Boston Mutual, September 2019 Life Insurance Premium. (Paid 8/28/2019)</b>		
\$	42.00	<b>AKUITY Technologies, September 2019 O365 Agreement.</b>		
\$	53.00	<b>Berkshire Mountain Spring Water, July 2019 Water &amp; Cooler.</b>		
\$	59.00	<b>Berkshire Mountain Spring Water, August 2019 Water &amp; Cooler.</b>		
\$	28.85	<b>Columbia Gas of MA, Bill date 8/15/2019.</b>		
\$	532.11	<b>Comcast, For the period of 8/25/2019 – 9/24/2019 (Paid 8/28/2019)</b>		
\$	3,733.00	<b>Conz Street Realty, Inc., October 2019 Lease.</b>		
\$	192.75	<b>Foothills Health District, Overpayment of member deductions (Paid 8/28/2019)</b>		
\$	490.25	<b>James H. Quirk, Jr., PC, Legal expenses for the period of 4/25/2019 – 8/25/2019.</b>		
\$	494.00	<b>Mass Commercial Cleaning, Inc., August 2019 cleaning services.</b>		
\$	586.81	<b>National Grid, Period of 7/23/2019 – 8/22/2019.</b>		

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\$	158.10	<b>Patrick Brock</b> , Travel expenses for attending the PRIM Board Meeting (8/13)
\$	750.00	<b>Purchase Power</b> , Postage. (Paid 8/28/2019)
\$	375.50	<b>Safeguard</b> , Checks.
\$	340.00	<b>Social Law Library</b> , Proprietor Membership Dues.
\$	125.61	<b>Staples Credit Plan</b> , Supplies.
\$	158.00	<b>Thomson Reuters-West</b> , Employment Law subscription.
\$	853.00	<b>Town of Middlefield</b> , Overpayment on FY2020 Appropriation.
\$	294.45	<b>W.B. Mason Company, Inc.</b> , Supplies.
\$	15.00	<b>Whalley Computer Associates Inc.</b> , June Pageconnect.
\$	154.63	Return of Accumulated deductions received in error for the following member: <b>M. Calianos</b> .
\$	32,403.62	Return of Accumulated deductions for the following inactive members: <b>S. Coleman, O. Cruz, W. Girard, C. Vardakis, D. Walker-McCraven, S. Zygmunt</b> .

The following **SUPERANNUATION RETIREMENT APPLICATIONS** were reviewed. Upon Ms. Karpinski's motion and Mr. Wilhelm's second, the Board voted unanimously to approve the applications for Superannuation Retirements (as amended on agenda) as follows:

	Unit	DOR:	Creditable Service	Annual Allowance
<b>Daniel Demarey</b>	Southampton	9/29/2018	30.5000	\$25,611.12
<b>Sue-Ann Battistoni</b>	Amherst – Pelham Reg	6/30/2019	23.8333	\$24,274.08
<b>Von M. Creek</b>	Amherst – Pelham Reg	6/30/2019	11.5000	\$8,680.32
<b>Anne L. Figliola</b>	Amherst – Pelham Reg	6/30/2019	10.7500	\$7,276.32
<b>Christopher P. Luscomb</b>	South Hadley	7/6/2019	33.1667	\$76,071.48
<b>Anne M. Picard</b>	Amherst – Pelham Reg	6/30/2019	35.6667	\$19,503.84
<b>Lynelle Russell</b>	Pelham	6/30/2019	20.5833	\$14,316.00
<b>Pamela J. White</b>	Amherst – Pelham Reg	6/30/2019	35.5833	\$30,054.12
<b>Mark A. Schmitter</b>	South Hadley	7/6/2019	27.0833	\$24,257.88
<b>Katheryn L. Wilkes</b>	Amherst – Pelham Reg	6/30/2019	14.3333	\$7,231.68
<b>Jane M. Betsold</b>	Hatfield	7/6/2019	27.1667	\$28,586.52

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<b>Elaine E. Lafrancois</b>	South Hadley	8/2/2019	12.1667	\$3,241.08
<b>Geraldine Smyth</b>	South Hadley	6/1/2019	16.0000	\$8,045.76
<b>Kathleen J. Harrop</b>	Granby	6/30/19	26.5833	\$40,682.28
<b>Robert M. Kenneson</b>	Belchertown	7/2/2019	16.3333	\$16,065.36
<b>Mary E. Stone</b>	Granby	6/30/2019	16.5000	\$7,156.08
<b>Paul A. Schmitter</b>	South Hadley	8/3/2019	22.0833	\$20,386.80
<b>Lisa A. Pickron</b>	Amherst	7/14/2019	20.8333	\$8,902.08
<b>Nancy H. Pagano</b>	Amherst	6/29/2019	46.2500	\$73,198.56
<b>Ellen J. Mentin</b>	Amherst – Pelham Reg	7/25/2019	14.5000	\$10,887.72
<b>Ilene N. Lacey</b>	Amherst	7/31/2019	24.2500	\$17,356.92

The following **PAYMENTS OF RETIREMENT BENEFITS** were reviewed and approved for disbursement:

\$	4,113.11	<b>Sue-Ann Battistoni</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	1,470.83	<b>Von M. Creek</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	1,232.93	<b>Anne E. Figliola</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	11,622.03	<b>Christopher P. Luscomb</b> , Retroactive payment for the benefit of July 2019 – August 2019.
\$	3,304.82	<b>Anne Marie Picard</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	2,425.76	<b>Lynelle Russell</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	5,092.50	<b>Pamela J. White</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	3,706.07	<b>Mark A. Schmitter</b> , Retroactive payment for the benefit of July 2019 – August 2019.
\$	1,225.37	<b>Katheryn L. Wilkes</b> , Retroactive payment for the benefit of June 2019 – August 2019.
\$	4,367.38	<b>Jane M. Betsold</b> , Retroactive payment for the benefit of July 2019 – August 2019.
\$	26.44	<b>Elaine E. Lafrancois</b> , Retroactive payment for the benefit of August 2019.

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\$	453.33	<b>Geraldine Smyth</b> , Retroactive payment for the benefit of June 2019 - August 2019.
\$	3,832.09	<b>Kathleen F. Cortright</b> , Retroactive adjustments for January 2019 – July 2019. (Paid 8/26/2019)
\$	6,893.39	<b>Kathleen J. Harrop</b> , Retroactive payment for June 2019 – August 2019.
\$	2,632.93	<b>Robert M. Kenneson</b> , Retroactive payment for July 2019 – August 2019.
\$	1,212.56	<b>Mary E. Stone</b> , Retroactive payment for June 2019 – August 2019.
\$	1,585.64	<b>Paul A. Schmitter</b> , Retroactive payment for August 2019.
\$	1,162.22	<b>Lisa A. Pickron</b> , Retroactive payment for July 2019 – August 2019.
\$	12,606.42	<b>Nancy H. Pagano</b> , Retroactive payment for June 2019 – August 2019.
\$	1,088.77	<b>Ellen J. Mentin</b> , Retroactive payment for the benefit of July 2019 – August 2019.
\$	3,471.46	<b>Mark W. Vecchiarelli, Sr.</b> , Retroactive payment for the benefit of June 2019 – August 2019. (Paid 9/9/2019)
\$	1,494.62	<b>Ilene Lacey</b> , Retroactive payment for the benefit of July 2019 – August 2019.

The following **PAYMENTS TO BENEFICIARIES** were reviewed and approved for disbursement:

\$	193.34	<b>Mary Lane</b> , Beneficiary of <b>Norman J. Lane</b> , Payment for the benefit of August 2019. (Paid 8/26/2019)
\$	1,184.44	<b>Donald R. Maher</b> , Beneficiary of <b>Cheryl A. Maher</b> , Payment for the benefit of August 2019. (Paid 8/26/2019)
\$	176.27	<b>Harry R. Pease</b> , Beneficiary of <b>Shelley E. Pease</b> , Payment for the benefit of August 2019.

The following **DISABILITY RETIREES** were reviewed.

Mr. Brock reported that a notice was received from PERAC that **Randall Witkos** had 91A Overearnings for 2018. Mr. Witkos was notified of the amount due the Hampshire County Retirement System and he has arranged for the reimbursement to be deducted from his pension check over a 10-month period.

The list of **PENDING RETIREMENTS** was distributed for Board review.

The following **MAKE-UPS AND REDEPOSITS OF CURRENT MEMBERS** was reviewed.

Upon Ms. Karpinski's motion and Ms. Wolfe's second, the Board voted unanimously to approve the following make-up/redeposit requests.

<b>Stephanie Kennedy</b> , request for a makeup of 11 months for service with the Town of South Hadley during the period of 11/16/2010 – 2/27/2012.
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**Casey M. Gilbert**, request for a makeup of 1 year 5 months for service with the Town of Hadley during the period of 1/3/2018 – 6/18/2019.

**Jacob D. Marini**, request for a makeup of 8 months for service with the Town of Hadley during the period of 10/17/2018 – 7/9/2019.

The following **TRANSFERS** were reviewed. Upon Ms. Karpinski's motion and Mr. Wilhelm's second, the Board voted unanimously to approve the following transfers as individually noted:

**Transfer to Massachusetts State Retirement Board**

\$	14,002.44	<b>John C. Areche</b> , transfer with liability acceptance of 3 years 2 months for service with the Town of Southampton during the period of 10/20/2015 – 12/31/2018.
\$	41,034.39	<b>Melinda S. Calianos</b> , transfer with liability acceptance of 3 years 9 months for service with the Hampshire Council of Governments during the period of 5/11/2015 – 6/28/2019.
\$	60,305.06	<b>Henning W. Ohlenbush</b> , transfer with liability acceptance of 16 years 8 months for service with the Hampshire Council of Governments during the period of 1/18/1999 – 7/19/2019.
\$	42,598.85	<b>Miriam C. Kaplan</b> , transfer with liability acceptance of 1 year 8 months for service with the Town of Amherst during the period of 8/27/2017 – 5/24/2019.

**Transfer to Worcester Regional Retirement System**

\$	136,035.16	<b>Margaret Z. Nartowicz</b> , transfer with liability acceptance of 11 months for service with the Town of Amherst during the period of 8/1/2018 – 6/30/2019.
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**Transfer to Franklin Regional Retirement System**

\$	5,033.02	<b>Robert T. Walden</b> , transfer with liability acceptance of 3 years 8 months for service with the Town of Chesterfield during the period of 1/2/2012 – 9/14/2018.
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**Transfer to Holyoke Retirement Board**

\$	7,703.53	<b>Matthew J. Goulding</b> , transfer with liability acceptance of 2 years 1 month for service with the Town of Hadley during the period of 12/31/2016 – 2/2/2019.
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**Transfer to Brookline Retirement System**

\$	7,617.79	<b>Sasha C. Palmer</b> , transfer with liability acceptance of 1 year for service with the Town of Amherst, Amherst/Pelham Regional School District and the Town of Pelham during the period of 7/2/2018 – 7/12/2019.
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**Transfer to Hampden County Regional Retirement Board**

\$	16,992.45	<b>Lori A. Hebert</b> , transfer with liability acceptance of 4 years 10 months for service with the Town of Granby during the period of 2/19/2014 – 12/30/2018.
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**Transfer to Berkshire County Retirement System**

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\$	37,582.78	<b>Andrea Lindsay</b> , transfer with liability acceptance of 3 years 10 months for service with the South Hadley Housing Authority during the period of 5/4/2015 – 3/29/2019.
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The following **MAKE-UPS AND REDEPOSITS OF FORMER MEMBERS** was reviewed. Upon Mr. Wilhelm's motion and Ms. Karpinski's second, the Board voted unanimously to approve the following make-up/redeposit requests.

<b>Massachusetts State Retirement Board</b> is requesting liability acceptance for <b>Jill C. Tucker</b> , who wishes to redeposit a prior refund. Accept 5 year 10 months for service with the Hampshire Council of Governments (Hampshire Care) during the period of 5/1/1995 – 1/10/2000 and 4/27/2008 – 7/22/2009.
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Upon Ms. Karpinski's motion and Ms. Sugrue's second, the Board voted unanimously to accept **33 new members** for September 11, 2019, as summarized:

Group 1	Group 2	Group 4	Total
33	0	0	33
*note: dual or reinstated members not included in count of new members			

The following **INVESTMENT & FINANCIAL STATUS REPORTS** were discussed and action was taken as individually noted:

The Board reviewed the **Investment Custody Reports** for the Months of July 2019 – September 2019.

The Board reviewed the **Cash Flow Report & Administrative Budget Report**.

In accordance with 840 CMR 16.07, the Board met with Mr. Robert Shettle, Co-Head, Managing Director and Ms. Christina Emery, Managing Director, of Barings for the Annual Performance Review of the **Tower Square Capital Partners IV, L.P. Fund**. Presentation materials were distributed and fund performance was discussed

The following **LEGISLATIVE UPDATES AND OTHER RETIREMENT ISSUES** were discussed and action was taken as individually noted:

Mr. Brock updated the Board on the dissolution of the **Hampshire Council of Governments**. Governor Baker has signed Senate Bill S2325 transferring the Hampshire Council of Governments (HCOG) retirees' health insurance over to the Group Insurance Commission and the enrollment process has begun. Mr. Brock reported that there is a proposal to give Lydia King an Incentive, however no bill has been filed as of yet. Senate Bill 2302, the dissolution of the HCOG is currently in the Senate Ways & Means and is moving forward with a possibility that it would be on the Governor's desk by September 30, 2019.

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The following **ADMINISTRATIVE ISSUES** were discussed and action was taken as individually noted:

Ms. Baronas reported on the upcoming Board Member Election Schedule for Mr. Wilhelm's seat on the Board as his term ends on December 31, 2019.

The Board reviewed the Annual Performance Evaluation for **Mary Baronas**. Upon Ms. Karpinski's motion and Ms. Sugrue's second, the Board voted unanimously to accept the evaluation as written and to approve the Chairman's recommendation for salary adjustment.

Mr. Brock reported on the impact of the HCOG shut down on the Staff's workloads. Mr. Brock inquired if there would be a motion to award the staff a bonus for the additional workload at the end of the project. A discussion was held and no motion was made.

Mr. Brock distributed the **Travel Policy** for the Board's review.

Mr. Brock distributed the **Remote Participation Regulation 940 CMR 29.10** for the Board's review.

**Future Board meetings** are scheduled for:

October 8, 2019 – Monthly Board Meeting

November 6, 2019 – Investment Board Meeting

November 13, 2019 – Monthly Board Meeting

**Upcoming Events** are noted as follows:

\***PERAC's Emerging Issues Forum**, September 12, 2019

\***NPEA 2019 Annual Conference**, October 19-23, 2019, Naples, FL

\***IFEBP 65<sup>th</sup> Annual Employee Benefits Conference**, October 20-23, 2019, San Diego, CA

\* Noted programs have been approved by the Board for attendance and expenses.

Upon Ms. Wolfe's motion and Ms. Karpinski's second, the meeting **adjourned** at 10:28 a.m.

Respectfully submitted,

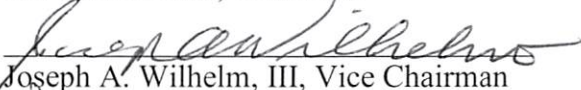


Patricia M. Rutkowski, Assistant Administrator

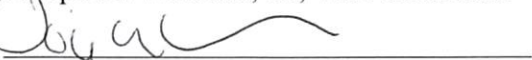
Approved by the Hampshire County Retirement Board:



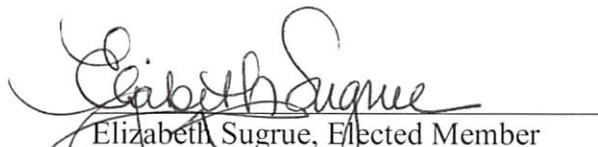
Patrick E. Brock, Chairman



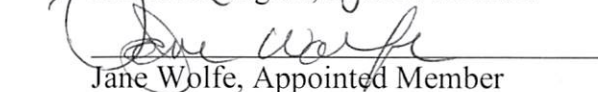
Joseph A. Wilhelm, III, Vice Chairman



Joyce Karpinski, Appointed Member



Elizabeth Sugrue, Elected Member



Jane Wolfe, Appointed Member