

**2020- 16**  
**HAMPSHIRE COUNTY RETIREMENT BOARD MINUTES**  
**March 11, 2020**

*Let Beth  
in*

A meeting of the Hampshire County Retirement Board convened on **Wednesday, March 11, 2020** at 99 Industrial Drive, Suite 2, Northampton, MA 01060. The meeting was **called to order** at 9:07 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 Ms. Karpinski's motion and Ms. Wolfe's second, the Board voted unanimously to approve the **minutes of March 4, 2020.**

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

\$	2,552,129.54	<b>Retirement Allowance Payroll, February 2020 (Paid 2/28/2020)</b>
		Annuity \$469,243.97
		Pension \$2,082,885.57
\$	29,063.92	<b>Staff Payroll, February 2020.</b>
\$	6,195.22	<b>Board Member Stipend, Month of March 2020.</b>
\$	171.44	<b>ACSA Group Insurance, March 2020 Dental Insurance Premium. (Paid 2/26/2020)</b>
\$	50.70	<b>Boston Mutual, March 2020 Life Insurance Premium. (Paid 2/26/2020)</b>
\$	40.00	<b>AKUITY Technologies, February 2020 O365 Agreement. (Paid 2/26/2020)</b>
\$	82,920.46	<b>Barnstable County Retirement Association, 2019 3(8)(c) Reimbursement.</b>
\$	99.50	<b>Berkshire Mountain Spring Water, Water &amp; Cooler.</b>
\$	6,196.09	<b>Business Card, Board Travel, Board Conference registration, supplies &amp; subscriptions.</b>
\$	419.21	<b>Columbia Gas of MA, Bill date 2/21/2020.</b>
\$	539.78	<b>Comcast, For the period of 2/25/2020 – 3/24/2020. (Paid 2/26/2020)</b>
\$	780.66	<b>Comcast, Business VoiceEdge for the period of 2/25/2020 – 3/31/2020.</b>
\$	30.00	<b>Commonwealth of Massachusetts, Notary swearing in fee for Mary Baronas and Patricia Rutkowski. (Paid 2/26/2020)</b>
\$	3,733.00	<b>Conz Street Realty, Inc., April 2020 Lease.</b>
\$	3,438.56	<b>Dedham Retirement System, 2019 3(8)(c) Reimbursement.</b>
\$	2,856.70	<b>Falmouth Retirement System, 2019 3(8)(c) Reimbursement.</b>
\$	85.00	<b>Hackworth Systems, Service call to change phone line to alarm system.</b>
\$	737.45	<b>James H. Quirk, Jr., Legal services for the period of 12/19/2019 – 2/25/2020.</b>
\$	23.00	<b>Jane Bogan, Travel reimbursement for attending website training at Montague WebWorks.</b>

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\$	42.50	<b>Mary Baronas</b> , Travel expenses for attending the PERAC Recent Changes in MA Public Pension Law Training.
\$	494.00	<b>Mass Commercial Cleaning, Inc.</b> , February 2020 cleaning services.
\$	947.71	<b>National Grid</b> , Period of 1/22/2020 – 2/20/2020.
\$	25.42	<b>Patricia Rutkowski</b> , Travel expenses for attending the PERAC Recent Changes in MA Public Pension Law Training.
\$	29.73	<b>Patrick Brock</b> , Reimbursement for supplies at COSTCO.
\$	311.30	<b>Patrick Brock</b> , Travel expenses for attending the PRIM Investment Committee (2/4) and the PRIM Board Meeting (2/26).
\$	750.00	<b>Purchase Power</b> , Postage. (Paid 2/26/2020)
\$	37,464.36	<b>Springfield Retirement System</b> , 2019 3(8)(c) Reimbursement.
\$	1,156.53	<b>Staples Credit Plan</b> , Supplies & Equipment
\$	209.60	<b>W.B. Mason Company, Inc.</b> , Supplies.
\$	296.82	<b>Xerox Financial Services</b> , Copier lease for the period of 2/10/2020 – 3/10/2020. (Paid 2/26/2020)
\$	857.37	Return of Accumulated deductions received in error for the following members/retirees: <b>R. Bonsall, P. Parmakian</b> .
\$	12,523.44	Return of Accumulated deductions for the following inactive members: <b>D. Girroir, R. Hoffer, K. Kepler-Gennert, M. Sarsynski, Jr.</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 follows:

	Unit	DOR:	Creditable Service	Annual Allowance
<b>Scott E. Piwcio</b> , Beneficiary of <b>Carrie Piwcio</b>	Belchertown	2/25/2020	24.0833	Pending PERAC Approval
<b>Michelle A. Bakos</b>	South Hadley	1/7/2020	12.3333	\$2,601.96
<b>David J. Blakesley</b>	Westhampton	2/14/2020	34.0833	\$41,143.68

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

\$	395.05	<b>Michelle A. Bakos</b> , Retroactive payment for the benefit of January 2020 – February 2020.
\$	7,008.23	<b>Debra L. Turner</b> , Retroactive payment for the benefit of November 2019 – January 2020. (Paid 2/18/2020)

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\$	13,087.58	<b>Elizabeth J. Lass</b> , Retroactive payment for the benefit of November 2019 – February 2020. (Paid 2/26/2020)
\$	9,914.49	<b>Suzanne J. Clark</b> , Retroactive payment for the benefit of December 2019 – February 2020. (Paid 3/6/2020)
\$	1,803.56	<b>David J. Blakesley</b> , Retroactive payment for the benefit of February 2020.

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

\$	263.73	<b>Christine J. O'Hare</b> , Beneficiary of <b>David G. Fickett</b> Payment for the benefit of February 2020. (Paid 2/26/2020)
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The following **DISABILITY RETIREMENT APPLICATIONS** were reviewed.

Ms. Baronas reported that the medical panel reviews and certificates for **Daniel Carpenter** were received. After review of the medical panel reports and certifications of disability, the Board took the following action. Upon Mr. Wilhelm's motion and Ms. Karpinski's second, the Board voted unanimously to grant an Accidental Disability Retirement Allowance for Daniel Carpenter.

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>Ann M. Kuchieski</b> , request for a makeup of 11 months for service with the Town of Belchertown during the period of 4/1/1994 – 1/31/1996.
<b>Rebekah Aponte</b> , request for a makeup of 1 month for service with the Town of Belchertown during the period of 9/1/2019 – 1/1/2020.

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 <u>Massachusetts State Retirement Board</u>		
\$	1,975.81	<b>Tyler J. Courtney</b> , transfer with no liability acceptance for service with the Town of Ware during the period of 4/21/2006 – 12/8/2016.
Transfer to <u>Hampden County Regional Retirement System</u>		
\$	6,633.52	<b>Sherri L. Roberson</b> , transfer with liability acceptance of 2 years 1 month for service with the Town of Ware during the period 4/18/2017 – 6/11/2019.
\$	61,395.04	<b>Diana L. Monahan-Brown</b> , transfer with liability acceptance of 19 years 6 months for service with the Town of South Hadley during the period of 8/31/1999 – 8/2/2019.
Transfer to <u>Franklin Regional Retirement System</u>		

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\$	53,015.05	<b>Kevin C. Seaman</b> , transfer with liability acceptance of 11 years 3 months for service with the Town of Amherst during the period of 9/8/2008 – 1/1/2020.
\$	48,098.95	<b>Geoffrey D. Kravitz</b> , transfer with liability acceptance of 4 years for service with for the Town of Amherst during the period of 1/4/2016 – 1/31/2020.
\$	39,004.23	<b>Pamela B. Parmakian</b> , transfer with liability acceptance of 3 years 2 months for service with the Amherst Housing Authority during the period of 10/11/2016 – 12/31/2019.
Transfer to <u>Massachusetts Teachers' Retirement System</u>		
\$	317.24	<b>Nicole M. Ouimette</b> , transfer with liability acceptance of 1 month for service with the Town of Amherst during the period of 8/29/2017 – 11/1/2017.
Transfer to <u>Northampton Retirement Board</u>		
\$	3,249.81	<b>Kristin M. Fredette</b> , transfer with liability acceptance of 11 months for service with the Town of Ware during the period of 1/14/2019 – 1/3/2020.

Upon Ms. Karpinski's motion and Mr. Wilhelm's second, the Board voted unanimously to accept **33 new members** for March 11, 2020, as summarized:

Group 1	Group 2	Group 4	Total
28	0	5	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 January 2020 – March 2020.

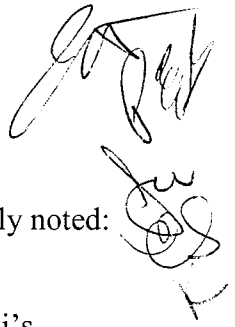
The Board reviewed the **Cash Flow Report & Administrative Budget Report**.

Mr. Brock updated the Board on the withdrawals from the **Colchester Global Bond Fund**.

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

Mr. Brock reported that there are no updates on the dissolution of the **Hampshire Council of Governments**.

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The following **PENDING LEGAL ISSUES** were discussed and action taken as individually noted:

Ms. Baronas reported that the submissions for the **RFP for Legal Services** were all in compliance. After review the Board took the following action. Upon Ms. Karpinski's motion and Ms. Sugrue's second, the Board voted unanimously to select Attorney James Quirk as the Board's attorney and to authorize the Chairman to enter into contract negotiations with Attorney Quirk and for the Chairman along with Attorney Quirk to develop a process of selecting a bench for the Hampshire County Retirement System.

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

Ms. Baronas reported that she and Jane Bogan attending a website workshop at Montage WebWorks and is currently updating the website to use the updated features of the software. Ms. Baronas also reported that the new phone system has been installed and the implementation went smoothly.

The following **PERAC Memo/News** were noted as having been distributed, upon their receipt, for Board review.

PERAC Memo #13/2020 – Updated Forms on the PERAC Website

**Future Board meetings** are scheduled for:

April 8, 2020 – Monthly Board Meeting

May 6, 2020 – Monthly Board Meeting

**Upcoming Events** are noted as follows:

\***IFEBP Investment Institute**, April 27 – 29, 2020, New Orleans, LA

\***NCPERS Annual Conference & Exhibition (ACE)**, May 9 – 13, 2020, Las Vegas, NV

\***NEPC's 25<sup>th</sup> Annual Investment Conference**, May 20 – 21, 2020, Boston, MA

\***MACRS Annual Spring Conference**, May 31 – June 3, 2020, Hyannis, MA

\***NPEA 2020 Annual Conference**, October 17 – 21, 2020, Seattle, WA

\***IFEBP's 66<sup>th</sup> Annual Employee Benefits Conference**, November 15 – 18, 2020, Honolulu, HI

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

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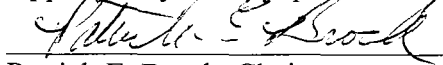
Upon Ms. Wolfe's motion and Ms. Karpinski's second, the meeting **adjourned** at 10:49 a.m.

Respectfully submitted,



Patricia M. Rutkowski, Assistant Administrator

Approved by the Hampshire County Retirement Board:



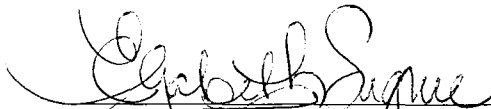
Patrick E. Brock, Chairman



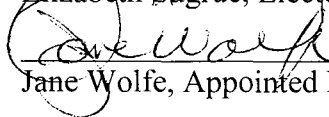
Joseph A. Wilhelm, III, Vice Chairman



Joyce Karpinski, Appointed Member



Elizabeth Sugrue, Elected Member



Jane Wolfe, Appointed Member