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**2023- 41**  
**HAMPSHIRE COUNTY RETIREMENT BOARD MINUTES**  
**August 9, 2023**

A meeting of the Hampshire County Retirement Board convened on **Wednesday, August 9, 2023** 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 Harry Chadwick and Sean Mangano, Appointed Members Jane Wolfe and Joe Cook, Administrator Mary G. Baronas and Assistant Administrator Patricia M. Rutkowski were present.

Upon Mr. Chadwick's motion and Ms. Wolfe's second, the Board voted unanimously to approve the **minutes of July 12, 2023.**

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

\$	3,020,459.54	<b>Retirement Allowance Payroll, July 2023 (Paid 7/31/2023)</b>		
		Annuity	\$577,077.54	
		Pension	\$2443,382.00	
\$	38,082.78	<b>Staff Payroll, July 2023.</b>		
\$	5,125.00	<b>Board Member Stipend, Month of August 2023.</b>		
\$	6,879.16	<b>Hampshire County Group Insurance Trust, August 2023 Health Insurance Premium. (Paid 7/27/2023)</b>		
\$	247.86	<b>ACSA Group Insurance, August 2023 Dental Insurance Premium. (Paid 7/27/2023)</b>		
\$	56.95	<b>Boston Mutual, August 2023 Life Insurance Premium. (Paid 7/27/2023)</b>		
\$	71.83	<b>Massachusetts Division of Unemployment Assistance, 2<sup>nd</sup> Quarter 2023 Contribution. (Paid 7/11/2023)</b>		
\$	303.29	<b>Comcast, For the period of 7/25/2023 – 8/24/2023. (Paid 7/27/2023)</b>		
\$	362.88	<b>Comcast, Business VoiceEdge for the period of July 2023. (Paid 7/27/2023)</b>		
\$	4,000.00	<b>Conz Street Realty, Inc., September 2023 Lease.</b>		
\$	19.80	<b>Eversource, Bill date 7/14/2023.</b>		
\$	89.99	<b>HRdirect, Poster Guard Annual Membership.</b>		
\$	500.00	<b>ICS, September 2023 Server Backup Service.</b>		
\$	1,287.50	<b>ICS, September 2023 Monitoring Service.</b>		
\$	38.00	<b>ICS, August 2023 O365 Agreement.</b>		
\$	555.00	<b>Marcus Company, Inc, Envelopes.</b>		
\$	530.00	<b>Mass Commercial Cleaning, Inc., July 2023 cleaning services.</b>		
\$	478.76	<b>National Grid, Period of 6/21/2023 – 7/21/2023.</b>		
\$	196.45	<b>Patrick Brock, Supplies at COSTCO.</b>		
\$	50.23	<b>ProShred, Quarterly shredding service.</b>		
\$	1,600.00	<b>Purchase Power, Postage. (Paid 7/27/2023)</b>		

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\$	8,865.00	<b>Ron Beaulieu &amp; Company</b> , Retainage billing for the 2022 Financial Audit.
\$	150.97	<b>Staples Credit Plan</b> , Supplies.
\$	297.00	<b>Thomson Reuters – West</b> , MA Employment Law subscription. (Paid 7/12/2023)
\$	1,083.00	<b>Town of Plainfield</b> , Deductions received in error.
\$	497.31	<b>W.B. Mason Co., Inc.</b> , Supplies. (Paid 7/12/2023)
\$	296.82	<b>Xerox Financial Services.</b> , Copier lease for the period of 7/11/2023 – 8/10/2023.
\$	235.31	Return of Accumulated deductions received in error for the following members/retirees: <b>C. Dawson, M. Taylor, B. Wing.</b>
\$	52,676.82	Return of Accumulated deductions for the following inactive members: <b>B. Cebula, J. Cuevas, P. DiSantis, A. Fernandes, M. Lester, V. Letourneau, V. Meikle, J. Schwenk.</b>

The following **SUPERANNUATION RETIREMENT APPLICATIONS** were reviewed. Upon Mr. Mangano's motion and Ms. Wolfe's second, the Board voted unanimously to approve the applications for Superannuation Retirement as follows:

	Unit	DOR:	Creditable Service	Annual Allowance
<b>Lydia Szych</b>	Hatfield	5/23/2023	10.0000	\$9,239.64
<b>Suzanne M. Adair</b>	Amherst/Pelham Reg School Dist	6/30/2023	12.8333	\$6,995.16
<b>Brenda O. Lego</b>	Southampton	6/24/2023	39.4167	\$21,987.96
<b>John C. Workman</b>	Southampton	6/30/2023	33.4167	\$70,655.04
<b>Scott P. Livingstone</b>	Amherst	5/27/2023	45.0833	\$113,835.96
<b>Theresa L. Bouthilette-Sarna</b>	Amherst	6/3/2023	27.0833	\$38,738.88
<b>John C. Waskiewicz, II</b>	Hadley	6/3/2023	39.9167	\$55,298.64
<b>Barbara C. Jemsek</b>	Amherst	6/30/2023	17.5833	\$14,292.60
<b>Nancy Jane Tarka</b>	South Hadley	6/30/2023	23.6667	\$13,787.40
<b>Carolyn Veale</b>	Ware	6/30/2023	22.8333	\$18,075.12
<b>Paula J. King</b>	Plainfield	6/30/2023	16.0833	\$15,148.68



*A.C. ref JWC*

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

\$	1,767.77	<b>Lydia Szych</b> , Retroactive payment for the benefit of May 2023 – July 2023.
\$	602.10	<b>Suzanne M. Adair</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	2,254.02	<b>Brenda O. Lego</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	6,081.50	<b>John C. Workman</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	20,532.06	<b>Scott P. Livingstone</b> , Retroactive payment for the benefit of May 2023 – July 2023.
\$	6,199.99	<b>Theresa L. Bouthilette-Sarna</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	8,850.31	<b>John C. Waskiewicz, II</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	3,106.78	<b>Randy K. Sibley</b> , Retroactive payment for the benefit of June 2023 – July 2023. (Paid 8/3/2023)
\$	1,186.73	<b>Nancy Jane Tarka</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	1,555.78	<b>Carolyn Veale</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	1,303.89	<b>Paula J. King</b> , Retroactive payment for the benefit of June 2023 – July 2023.
\$	1,084.69	<b>Carol W. Cherrington</b> , Retroactive payment for the benefit of June 2023 – July 2023. (Paid 8/7/2023)
\$	0.00	<b>Barbara C. Jemsek</b> , Retroactive payment for the benefit of June 2023 – July 2024, with deduction for contributions due Hampshire County Retirement System.

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

\$	967.11	<b>Leo M. Roberts</b> , Beneficiary of <b>Constance B. Roberts</b> . Payment for the benefit of May 2023. (Paid 7/11/2023)
\$	240.98	<b>Lynn Brakey</b> , Beneficiary of <b>Irwin F. Brakey</b> . Payment for the benefit of June 2023. (Paid 7/11/2023)
\$	137.18	<b>Robert St. Martin</b> , Beneficiary of <b>Margaret St. Martin</b> . Payment for the benefit of July 2023. (Paid 7/31/2023)

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

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The following **DISABILITY RETIREMENT APPLICATIONS** were reviewed.

Ms. Baronas reported that an Accidental Disability application has been filed by **Kelsey Wilson**. The application is complete. Upon Ms. Wolfe's motion and Mr. Mangano's second, the Board voted unanimously to accept the Accidental Disability Application and authorize a medical panel for Kelsey Wilson.

Ms. Baronas reported that the medical panel reviews and certificates for **Merton D. Taylor, Jr.** were received. After review of the medical panel reports and certifications of disability, the Board took the following action. Upon Mr. Chadwick's motion and Mr. Mangano's second, the Board voted unanimously to grant an Ordinary Disability Retirement Allowance for Merton D. Taylor, Jr.

The following **MAKE-UPS AND REDEPOSITS FOR CURRENT MEMBERS** were reviewed.

Upon Mr. Chadwick's motion and Ms. Wolfe's second, the Board voted unanimously to approve the following make-up for the current members as noted:

<b>Lynn Drawec</b> , request for a make-up of 1 year 2 months for service with the Town of Belchertown during the period of 3/1990 – 9/30/2000.
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<b>Sarah G. Courtney</b> , request for a make-up of 1 year for service with the Town of South Hadley during the period of 8/2021 – 6/30/2023.
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<b>Heidi C. Ghidinelli</b> , request for a make-up of 8 months for service with the Town of Belchertown during the period of 9/16/2021 – 3/19/2023.
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The following **TRANSFERS** were reviewed. Upon Ms. Wolfe's motion and Mr. Mangano's second, the Board voted unanimously to approve the following transfer as individually noted:

Transfer to <u>Massachusetts State Retirement Board</u>		
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\$	134,234.77	<b>Jayant D. Singh</b> , transfer with liability acceptance of 20 years 2 months for service with the Town of Ware during the period of 3/4/2003 – 2/5/2005 and for the Town of Amherst during the period of 1/24/2005 – 5/15/2023.
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\$	3,709.31	<b>Jennifer M. Mandeville</b> , transfer with liability acceptance of 1 year 4 months for service with the Amherst/Pelham Regional School District during the period of 10/12/2021 – 4/6/2023.
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\$	6,723.76	<b>Jungsun Hyun</b> , transfer with liability acceptance of 2 years 10 months for service with the Amherst/Pelham Regional School District during the period of 9/1/2012 – 4/29/2016.
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Transfer to <u>Massachusetts Teachers' Retirement System</u>		
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\$	774.06	<b>Joseph P. Hough</b> , transfer with liability acceptance of 7 months for service with the Gateway Regional School District during the period of 10/3/1994 – 6/30/1995.
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A.C. [signature]

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Upon Mr. Chadwick's motion and Mr. Mangano's second, the Board voted unanimously to accept **21 new members** for August 9, 2023, as summarized:

Group 1	Group 2	Group 4	Total
16	0	5	21
*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 **Asset Allocation Report** for June 2023.

The Board reviewed the **Investment Custody Reports** for the Months of June 2023 – August 2023.

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

The Board reviewed the **FY2024 Appropriation Paid Report**.

The Board reviewed the **Accounting Reports** for June 2023.

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

Mr. Brock reported on the DALA Hearing for Teri Stolpinski-Giroux. Ms. Stolpinski-Giroux's attorney was ill and had asked for the hearing to be rescheduled. Confirmation of the new hearing date has not yet been received.

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

Upon Mr. Chadwick's motion and Mr. Mangano's second, the Board voted unanimously to authorize travel and reimbursement of expenses for the Board Members and Staff Members as determined by the Chairman to attend **PERAC's New Administrator Training**, August 23, 2023 in Northampton, MA; **PERAC's Emerging Issues Forum**, September 21, 2023 in Worcester, MA; **MACRS Fall Conference**, October 1 – 4, 2023 in Springfield, MA; and the **PRIM Investor Conference**, October 25, 2023 in Wellesley, MA.

A Schedule for the Board's Elected Member election will be reviewed at the September 3, 2023 Board Meeting.

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

PERAC Memo #17/2023 – Reinstatement to Service under G.L. c. 32 § 105

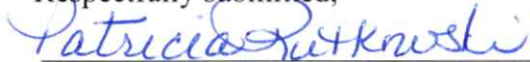
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**Future Board meetings** are scheduled for:

September 13, 2023 – Monthly Meeting & Quarterly Investment Meeting  
October 11, 2023 – Monthly Meeting

Upon Ms. Wolfe's motion and Mr. Chadwick's second, the Board voted unanimously to **adjourn** the meeting at 10:55 a.m.

Respectfully submitted,



Patricia M. Rutkowski, Assistant Administrator

Approved by the Hampshire County Retirement Board:



Patrick E. Brock, Chairman

Sean Mangano, Elected Member



Joe Cook, Appointed Member



Harry Chadwick, Elected Member

Jane Wolfe, Appointed Member