

**HAMPDEN COUNTY REGIONAL  
RETIREMENT BOARD**

**MINUTES OF MEETING  
March 5, 2025**

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 10:01 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 in office  
Dawn M. Fonte, Member – present in office  
Steven Castelli Member – present in office

**BOARD STAFF IN ATTENDANCE:**

Atty. Alfredo ViVenzio -present in office  
Karen Martin, Executive Director-present in office  
Erica LeCours, Assistant Director - present in office

1. **MINUTES:** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes from the February 5, 2025, board meeting. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.

2. **WARRANTS:** Mr. Taylor made a motion to reaffirm the warrants issued February 28, 2025. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.

#6 Salary 1-4					\$ 30,594.08
#7 Board Member's Compensation					\$ 2,833.33
#8 Refunds and Transfers to Other Systems					\$ 532,717.55
#9 Monthly Expenses					\$ 29,681.14
#10 A Monthly Retirement Allowances					\$ 4,686,464.92
#10 B 3(8)(c)'s Paid					\$ 38,759.10

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. Mr. Taylor made a motion to approve the account balances for January 31, 2025. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O’Neil – Yes; Mr. Taylor - Yes; Mr. Castelli – Yes; and Chairman Schmaelzle - Yes. Motion approved 5-0.

<b>PEOPLES BANK: Vote to accept the reconciled balances as of Jan 31, 2025</b>		
Money market Account Bal as of Jan 31, 2025		\$ 2,207,622.22
Checking Account Bal as of Jan 31, 2025		\$ 814,748.86

4. **TRANSFER:** Mr. O'Neil made a motion to reaffirm the transfer of the warrants for February 28, 2025. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Mr. Castelli - Yes; and Chairman Schmaelzle - Yes. Motion approved 5-0.

A.	Needed for warrants:	\$ 5,321,050.12
B.	Transfer for warrants: <b>2/28/2025</b>	\$ 5,320,000.00
	From Peoples Bank Money Market Account to	
	Peoples Bank Checking Account	

5. **NEW ALLOWANCES:** Mr. Taylor made a motion to reaffirm the new retirement allowances. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Mr. Castelli - Yes; and Chairman Schmaelzle - Yes; Motion approved 5-0.

SUPERANNUATION -			
NAME	TOWN	DATE OF RETIREMENT	
Circe, Ray/Cheryl	Agawam	11/20/2024	Opt. D Surv
Gaughan, Kim	Agawam	12/26/2024	
Brunelle, Christopher	Agawam	1/24/2025	
Brown, Ronald J.	Agawam	12/31/2024	
Lecuyer, Joseph R.	Agawam	1/17/2025	
Pescetta, Judy	E. Longmeadow	1/10/2025	
Pagan, Cruz A.	Longmeadow	12/27/2024	
Hundley, Sr. Roy	Longmeadow	1/13/2025	
Metcalf, Richard	Palmer	1/15/2025	
White, Robert	SWTRSD	12/21/2024	

6. **APPLICATIONS FOR RETIREMENT:** Mr. O'Neil made a motion to approve the new retirement applications. Ms. Castelli seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil - Yes; Mr. Taylor - Yes; Mr. Castelli - Yes; and Chairman Schmaelzle - Yes; Motion approved 5-0.

Name	Unit	Date of Retirement	Group	Age	Service
Hersey, Dawn M.	Agawam	4/30/2025	1	65-03	16-07
Sampson, Kathleen M.	Agawam	3/28/2025	1	63-06	21-06
Stearns, Bruce	Holland	4/10/2025	1	61-05	23-05
Hundley, Sr. Roy	Longmeadow	1/13/2025	1	63-00	34-05

7. **INVESTMENT TRANSACTIONS:** The board reviewed statements 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. O'Neil made a motion to vote to reaffirm the transfer from PRIT to Peoples Money Market account for \$5,500,000.00. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil – Yes; Mr. Taylor – Yes; Mr. Castelli – Yes and Chairman Schmaelzle – Yes; Motion approved 5-0.

9. **NOTICES OF INJURY:** Mr. O'Neil 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; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes; Motion approved 5-0.

<b><u>Name</u></b>	<b><u>Unit</u></b>	<b><u>Department</u></b>	<b><u>Injury Date</u></b>
Goncalves, Alexander	Ludlow	Police	1/31/2025
Oguzhan, Karaaslan	Ludlow	Police	1/28/2025
Merrill, Derrick	Wilbraham	Fire	1/25/2025
Senecal, Justin	Wilbraham	Fire	1/25/2025

10. **NEW MEMBERS:** Mr. Taylor made a motion to approve and file the new members. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil- Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.

#### **AGAWAM**

Cruz-Bishop, Ivonne	1	1/2/2025
Keith, Sabrina	1	12/17/2024
Lacienski, Mark	1	1/6/2025
Moson, Olivia	1	12/19/2024
Palmer, Emiliana	1	1/21/2025
Viens, John	1	1/21/2025

#### **EAST LONGMEADOW**

Bourque, Emily	1	1/8/2025
Cahillane, William	1	12/23/2024
Fenn, Mackenzie	1	1/6/2025
Ferrando, Cesar	1	1/13/2025
McCaffrey, Madison	1	1/21/2025
Rosa, Sahudy	1	1/21/2025

#### **HAMPDEN/WILBRAHAM**

Aponte, Emily	1	1/2/2025
Cochran, Alicia	1	12/9/2024

**LONGMEADOW**

Bostian, Matt	1	12/23/2024
Darvish, Amiraslan	1	12/23/2024
Steiner,, John	1	1/6/2025

**LUDLOW**

Authier, Vicki	1	1/2/2025
Labrie, Jessica	1	12/12/2024
Marcano, Lissette	1	1/2/2025

**PALMER**

Brown, Jill	1	1/2/2025
O'Keefe, Elizabeth	1	1/2/2025
Pease, Joshua	4	12/29/2024

**PALMER FIRE**

Schuelke, Kristin	4	1/1/2025
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**PATHFINDER**

Minkler, Holly	1	1/2/2025
Woodliff, Patricia	1	1/6/2025

**SOUTHWICK**

Beauchemin, Nicholas	4	1/13/2025
Connell-Laberge, Steven	1	1/2/2025

**SOUTHWICK/TOLLAND**

Collins, Nathan	1	12/18/2024
Moody, Emily	1	1/2/2025
Somrathonak, Som	1	12/16/2024
Sumowski, Amy	1	1/13/2025

**WILBRAHAM**

Renna, Patrick	1	1/13/2025
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11. **EXPENSE BREAKDOWN** – The Board reviewed and filed the expense breakdown.

12. **STAFF PAYROLL** – Mr. Taylor made a motion to approve the weekly payrolls issued to the staff for March 2025. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.
13. **DIRECTORS REPORT** – The items reviewed by Ms. Martin for the month of February 2025 were: balancing the year end and annual statement, sent out the town appropriation letters for all units on February 12, 2025, and mailed out 3 (8)(c) bills. She received an email on March 3, 2025, from Segal stating the GASB 67/68 report would be done by the end of the week. Spoke with Powers and Sullivan (CBIZ) and they will be able to finish the audit as soon as they receive GASB 67/68.
14. **TRIAL BALANCE** – Mr. O’Neil made a motion to approve the pre-close trial balance for December 31, 2024. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.
15. **2025 CONFERENCES** – Mr. O’Neil made a motion to approve attendance for the board members and staff to attend the upcoming 2025 conferences. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.
16. **COLA** – The board will be discussing and voting on granting a cost-of-living increase at the April 2, 2025, board meeting.
17. **INTEREST CHARGE**- Mr. Castelli made a motion to implement an interest policy for both the retirement board and members regarding any overpayments made that must be paid back. The adopted interest charge is .1% (regular interest) as determined by PERAC annually. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.
18. **INSURANCE PREMIUM RATE**- Mr. Taylor made a motion to approve the new MIIA insurance premium rates for the board members, staff, and board retirees. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil- Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 5-0.
19. **PERAC MEMOS**- No updated memos to review.
20. **EXCESS EARNINGS**- Mr. Taylor made a motion to table the discussion and vote regarding Glen Lowery’s failure to provide the annual statement of earned income for calendar year 2023 pursuant to Chapter 32 Section 91A and 90B.
21. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – Ms. Fonte inquired on the GASB 67/68 progress and asked how soon the information would be available for the town auditors.
22. **OLD BUSINESS** – No old business was discussed.
23. **NEW BUSINESS** – No old business was discussed.
24. **LEGAL UPDATE** – Attorney ViVenzio informed the board that he is waiting on the CRAB decision regarding the Carr appeal and DALA decision regarding the Stinehart and Landis appeal.

There being no further business before the Board, Mr. O'Neill made a motion to adjourn the meeting at 10:58 A.M. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neill – Yes; Mr. Taylor – Yes; Mr. Castelli – Yes; Chairman Schmaelzle – Yes. Motion approved 5-0.

Karl Schmaelzle

Mr. E. O'Neill

Mr. Taylor

Ms. Fonte

Mr. Castelli