

**HAMPDEN COUNTY REGIONAL
RETIREMENT BOARD**

**MINUTES OF MEETING
May 7, 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 10:03 A.M.

THOSE BOARD MEMBERS IN ATTENDANCE:

Karl J. Schmaelzle, Chairman/Treasurer present in office
Robert Taylor, Member – Absent
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. Edward Pikula -present in office
Karen Martin, Executive Director-present in office
Erica LeCours, Assistant Director - present in office

1. **AUDIT-** Rebecca Gamsby from CBIZ presented the 12/31/2023 Audit to the Board. CBIZ issued a clean opinion on the audit. They are still actively working on the 12/31/2024 audit and hoping for a completion date of late June. The 12/31/2023 audit report is posted on the board’s website.

2. **MINUTES-** Mr. O’Neil made a motion to approve and sign the regular board meeting minutes from the April 2, 2025, board meeting. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

Mr. O’Neil made a motion to take agenda item #16 out of order. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

16. **WHITNEY, MICHAEL-** Attorney Pikula introduced K-9 officer Michael Whitney to the board. Mr. Whitney appealed a case to DALA regarding his off duty care of his K-9 and whether it should be considered pensionable. That case was dismissed. Attorney Pikula will ask for an opinion from PERAC regarding allowing K-9 “OT” to be allowed in retirement calculations.

Mr. O’Neil made a motion to table the vote until an opinion comes back from PERAC. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

Mr. O’Neil made a motion to take agenda item # 18 out of order. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

18. **BANKING-** The Board listened to four (4) local banks that attended the Board Meeting to talk about the services they could provide for the Hampden County Retirement Board. This was to fulfill both the Board’s and the Treasurers fiduciary responsibility. Discussion on the presentations will be taken up at the next board meeting.

3. **WARRANTS-** Mr. O'Neil made a motion to reaffirm the warrants issued April 30, 2025. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

#16 Salary 1-4	\$ 28,201.39
#17 Board Member's Compensation	\$ 2,833.33
#18 Refunds and Transfers to Other Systems	\$ 459,007.02
#19 Monthly Expenses	\$ 50,299.33
#20 A Monthly Retirement Allowances	\$ 4,773,728.97
#20 B 3(8)(c)'s Paid	\$ 582,794.52

4. **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. O'Neil made a motion to approve the account balances for March 31, 2025. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil – Yes; Mr. Taylor - Absent; Mr. Castelli – Yes; and Chairman Schmaelzle - Yes. Motion approved 4-1.

PEOPLES BANK: Vote to accept the reconciled balances as of March 31, 2025	
Money market Account Bal as of March 31, 2025	\$ 2,072,278.22
Checking Account Bal as of March 31, 2025	\$ 2,794,364.40

5. **TRANSFER-** Mr. Castelli made a motion to reaffirm the transfer of the warrants for April 30, 2025. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte - Yes; Mr. O'Neil – Yes; Mr. Taylor - Absent; Mr. Castelli – Yes; and Chairman Schmaelzle - Yes. Motion approved 5-0.

A.	Needed for warrants:	\$ 5,896,864.56
B.	Transfer for warrants: 4/30/2025	\$ 5,900,000.00
	From Peoples Bank Money Market Account to	
	Peoples Bank Checking Account	

6. **NEW ALLOWANCES-** Ms. Fonte 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 – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes; Motion approved 4-1.

NAME	TOWN	DATE OF RETIREMENT	
LaFrance, Robert J.	Agawam	3/3/2025	
Urbanski, Martin	Agawam	3/8/2025	
Pease, Maryann	Chester	11/1/2025	resubmit
Morrisette, Paul J.	East Long	3/7/2025	

NAME	TOWN	DATE OF RETIREMENT
Doyle, Kent J.	Ludlow	2/1/2025
Poulin, Lisa A.	Monson	2/28/2025
Gibson, Linda	Palmer	4/4/2025
Grimaldi, John	South/Toll	3/31/2025 Reinstated

7. APPLICATIONS FOR RETIREMENT- Mr. Castelli made a motion to approve the new retirement applications. Ms. Fonte seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes; Motion approved 4-1.

Name	Unit	Date of Retirement	Group	Age	Service
Urbanski, M (corrected ret date)	Agawam	3/8/2025	4	65-00	26-06
Cressotti, Lynn A.	Agawam	4/10/2025	1	63-01	10-04
Summers, Suzanne M.	Agawam	6/30/2025	1	63-08	20-03
LaFountain, Elizabeth J.	East Long	6/30/2025	1	69-08	19-00
Hutchinson, Cynthia M.	East Long	6/30/2025	1	64-07	33-05
Goguen, Diane E.	East Long	6/30/2025	1	68-05	27-01
Pietroniro, Margaret	East Long	6/30/2025	1	67-11	25-05
Condon, Gail E.	East Long	6/30/2025	1	70-05	33-00
Harrington, Kim	Holland	6/30/2025	1	65-02	15-08
Rene, Denise	HWRSD	6/30/2025	1	68-01	32-09
D’Entremont, Jaime	Longmeadow	5/31/2025	1	63-08	10-10
Vital, Lisa J.	Ludlow	6/30/2025	1	59-06	18-08
McGregor, Kelley F.	Ludlow	6/30/2025	1	65-00	30-03
Vogel, Kenneth C.	Ludlow	5/30/2025	1	61-03	39-03
Phinney, Leis	Wales	6/5/2025	1	72-04	21-03
Dane, Herta	Wilbraham	7/6/2025	1	63-00	36-07

8. 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.

9. PRIT FUND TRANSFER- Mr. O’Neil made a motion to vote to reaffirm the transfer from PRIT to Peoples Money Market account for \$3,500,000.00. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes and Chairman Schmaelzle – Yes; Motion approved 4-1.

10. NOTICES OF INJURY- Ms. Fonte made a motion to approve the Notices of Injury reports. Mr. O’Neil seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O’Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes; Motion approved 4-1.

Name	Unit	Department	Injury Date
Gordon, Steven	Monson	Parks	3/28/2025
Siegel, Marc	Southwick	Police	4/13/2025
Kumor, James	Ludlow Hous	Hous Authority	4/18/2024

11. **NEW MEMBERS**- Ms. Fonte 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 – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

Unit/Name	Group	Start Date
<u>AGAWAM</u>		
Wheeler, Mckenna	1	2/24/2025
<u>EAST LONGMEADOW</u>		
Burtchell, Justin	1	2/24/2025
Guerrero, Megan	1	3/11/2025
Judicki, Craig	1	3/13/2025
Lee, Joshua	1	2/24/2025
Mercier, Paul	1	3/3/2025
<u>HAMPDEN</u>		
Poirier, Andrew	4	3/3/2025
<u>HOLLAND</u>		
Anger, Brenda	1	11/1/2024
Laferriere, Gordon	1	1/21/2025
<u>LONGMEADOW</u>		
Lennox, Amanda	1	2/10/2025
Smith, Amy	1	2/24/2025
Trombley, Lauren	1	3/10/2025
<u>LUDLOW</u>		
Brace, Natasha	1	3/5/2025
Davis, Tara	1	2/24/2025
Fedichkina, Olesya	1	2/10/2025
Minie, Christopher	1	3/13/2025
Rodio, Matthew	1	2/18/2025
Tobiasz, Angela	1	3/3/2025
<u>MONSON</u>		
Gordon, Jacob	1	3/17/2025
Thibeault, Alicia	1	3/17/2025

<u>Unit/Name</u>	<u>Group</u>	<u>Start Date</u>
<u>WALES</u>		
Kennison, Sydney	1	1/21/2025
<u>WILBRAHAM</u>		
O'Malley, Mark	1	2/25/2025
Peto, Rachel	1	2/28/2025

12. **EXPENSE BREAKDOWN** – The Board reviewed and filed the expense breakdown.

13. **STAFF PAYROLL** – Mr. O'Neil made a motion to approve the weekly payrolls issued to the staff for May 2025. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil- Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

14. **DIRECTORS REPORT** – The items reviewed by Ms. Martin for the month of April 2025 were: staff worked on getting all the files for the auditors who were in the office on April 17, 2025, all of the inactive annual statements were mailed out and Director Martin is in the process of sending out the Appropriation bills to the member units.

15. **TRIAL BALANCE** – Mr. O'Neil made a motion to sign and approve the Trial Balance for March 31, 2025. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil- Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

17. **GOGUEN, DIANE**- Mr. O'Neil made a motion to grant Diane Goguen one (1) free month of service credit for an unpaid leave of absence from January 2, 2006-May 5, 2006, under the provisions of M.G.L. c. 32 §4 (1)(c). Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil- Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; and Chairman Schmaelzle – Yes. Motion approved 4-1.

19. **PERAC MEMOS**- The Board reviewed and filed PERAC memos # 13 & 14.

20. **HAMPDEN COUNTY RETIREMENT BOARD COMMENTS** – No new comments

21. **OLD BUSINESS** – No old business was discussed.

22. **NEW BUSINESS** – No old business was discussed.

There being no further business before the Board, Ms. Fonte made a motion to adjourn the meeting at 12:54 P.M. Mr. Castelli seconded the motion, and the roll call vote was Ms. Fonte – Yes; Mr. O'Neil – Yes; Mr. Taylor – Absent; Mr. Castelli – Yes; Chairman Schmaelzle – Yes. Motion approved 4-1.

Karl J. Schmaelzle
Mr. E. Peto

Don Castelli