

P.B.B. / J.C. / J.K.

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HAMPSHIRE COUNTY RETIREMENT BOARD MINUTES
March 10, 2021

A meeting of the Hampshire County Retirement Board convened on **Wednesday, March 10, 2021** remotely via Zoom due to Governor Charles Baker's State of Emergency related to COVID-19. The meeting was **called to order** at 9:09 a.m.

ROLL CALL showed Chairman Patrick E. Brock, Elected Members Vice Chairman Joseph A. Wilhelm, III and Harry Chadwick, 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 (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to approve the **minutes of March 3, 2021**.

The following **DISBURSEMENTS** were reviewed and approved. Upon Ms. Karpinski's motion and Ms. Wolfe's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to direct the Chairman and Administrator to pay the following warrants.

\$	2,726,519.66	Retirement Allowance Payroll, February 2021 (Paid 2/26/2021)
		Annuity \$499,817.96
		Option B Refund \$42,495.45
		Pension \$2,184,206.25
\$	29,575.33	Staff Payroll, February 2021.
\$	6,195.22	Board Member Stipend, Month of March 2021.
\$	8,357.12	Hampshire County Group Insurance Trust, March 2021 Health Insurance Premium. (Paid 2/24/2021)
\$	171.44	ACSA Group Insurance, March 2021 Dental Insurance Premium. (Paid 2/24/2021)
\$	50.70	Boston Mutual, March 2021 Life Insurance Premium. (Paid 2/24/2021)
\$	40.00	AKUITY Technologies, February 2021 O365 Agreement. (Paid 2/24/2021)
\$	40.00	AKUITY Technologies, March 2021 O365 Agreement.
\$	500.00	AKUITY Technologies, April 2021 Backup Services.
\$	29,623.00	Amity Insurance Agency, Inc., Fiduciary Insurance.
\$	72,504.22	Barnstable County Retirement Association, 2020 3(8)(c) Reimbursement.
\$	92.24	Business Card, Software, Tax Forms & Subscriptions. (Paid 2/22/2021)
\$	235.83	Comcast, For the period of 2/25/2021 – 3/24/2021. (Paid 2/27/2021)
\$	374.32	Comcast, Business VoiceEdge for the period of 2/1/2021 – 2/28/2021. (Paid 2/24/2021)
\$	8,320.33	Concord Retirement System, 2020 3(8)(c) Reimbursement.
\$	3,800.00	Conz Street Realty, Inc., April 2021 Lease.
\$	99.00	Daily Hampshire Gazette, Annual Subscription. (Paid 2/24/2021)

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\$	1,019.71	Dukes County Retirement Board, 2020 3(8)(c) Reimbursement.
\$	305.46	Eversource, Bill date 2/12/2021.
\$	29,234.30	Holyoke Retirement Board, 2020 3(8)(c) Reimbursement.
\$	256.00	Marcus Company, Inc., Envelopes.
\$	722.00	Mass Commercial Cleaning, Inc., February 2021 cleaning services.
\$	962.14	National Grid, Period of 1/21/2021 – 2/22/2021
\$	4,999.12	Norfolk County Retirement System, 2020 3(8)(c) Reimbursement.
\$	750.00	NPEA, Annual Dues.
\$	93.46	Patrick Brock, Supplies at COSTCO.
\$	3,000.00	Purchase Power, Postage. (Paid 2/24/2021)
\$	57.98	Staples Credit Plan, Supplies.
\$	2,477.00	Utica National Insurance Group, Property Insurance for the period of 3/15/2021 – 3/15/2022.
\$	369.99	W.B. Mason Company, Inc., Supplies.
\$	37,847.82	Worcester County Retirement System, 2020 3(8)(c) Reimbursement.
\$	296.82	Xerox Financial Services., Copier lease for the period of 2/11/2021 – 3/10/2021. (Paid 3/2/2021)
\$	110.00	Return of Accumulated deductions received in error for the following retiree: E. Sormanti.
\$	34,295.52	Return of Accumulated deductions for the following inactive members: J. Chunglo, A. Cote, M. McCarthy, K. Truehart .

The following **SUPERANNUATION RETIREMENT APPLICATIONS** were reviewed. Upon Mr. Wilhelm's motion and Ms. Karpinski's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to approve the applications for Superannuation Retirement as follows:

	Unit	DOR:	Creditable Service	Annual Allowance
Richard T. Dudkiewicz	Amherst	1/28/2021	20.3333	\$30,290.76
Debra P. Girard	South Hadley	1/5/2021	21.1667	\$11,414.16
Carrie E. Wilson	Belchertown	12/24/2020	19.2500	\$7,791.12
Linda L. Murphy	Hadley	1/8/2021	10.5833	\$4,445.28
Lori A. Atwell	Belchertown	1/15/2021	32.3333	\$51,450.00
Rodney F. Sandridge	Ware	1/13/2021	22.5000	\$17,599.68
Sharron Gifford	Hadley	1/23/2021	12.2500	\$15,142.32

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Seth M. Rothberg	Amherst	1/17/2021	28.2500	\$39,045.48
Lorraine J. Skura	Belchertown	1/1/2021	27.8333	\$17,054.40
Robin S. Harnois	Belchertown	12/31/2020	22.5833	\$11,849.40
William G. Linde	Belchertown	2/20/2021	Pop-Up	\$24,396.00

The following **PAYMENTS OF RETIREMENT BENEFITS** were reviewed and approved for disbursement: Upon Ms. Karpinski's motion and Mr. Chadwick's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to direct the Chairman and Administrator to pay the following warrants.

\$	2,856.18	Richard T. Dudkiewicz , Retroactive payment for the benefit of January 2021– February 2021.
\$	1,795.52	Debra P. Girard , Retroactive payment for the benefit of January 2021– February 2021.
\$	1,469.28	Carrie E. Wilson , Retroactive payment for the benefit of December 2020 – February 2021.
\$	662.73	Linda L. Murphy , Retroactive payment for the benefit of January 2021– February 2021.
\$	6,683.80	Lori A. Atwell , Retroactive payment for the benefit of January 2021– February 2021.
\$	2,382.79	Rodney F. Sandridge , Retroactive payment for the benefit of January 2021– February 2021.
\$	1,635.23	Sharron Gifford , Retroactive payment for the benefit of January 2021– February 2021.
\$	4,858.40	Seth M. Rothberg , Retroactive payment for the benefit of January 2021– February 2021.
\$	9,042.77	David P. Miner , Retroactive payment for the benefit of January 2021– February 2021.
\$	8,870.76	David G. Nixon , Retroactive payment for the benefit of December 2020 – February 2021.
\$	2,842.40	Lorraine A. Skura , Retroactive payment for the benefit of January 2021 – February 2021.
\$	2,007.36	Robin S. Harnois , Retroactive payment for the benefit of December 2020 – February 2021.
\$	684.56	Elisabeth C. Boyle , Retroactive payment for the benefit of February 2021. (Paid 3/1/2021)

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The following **PAYMENTS TO BENEFICIARIES** were reviewed and approved for disbursement: Upon Mr. Chadwick's motion and Ms. Karpinski's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to direct the Chairman and Administrator to pay the following warrants.

\$	793.27	Loyse Marie Hubbard , Beneficiary of William R. Hubbard , Payment for the benefit of December 2020. (Paid 2/10/2021)
\$	1,848.32	Elisabeth C. Boyle , Beneficiary of George J. Boyle , Payment for the benefit of February 2021. (Paid 3/1/2021)

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

Ms. Baronas reported that **Judith Shean** has refiled an application for an Accidental Disability. Ms. Shean had previously filed an Application for ADR and Treating Physician's Statement which was accepted on February 12, 2020. On March 5, 2020, Ms. Shean requested that processing her ADR application be suspended until further notice. Due to extensive time lapse from original application, Ms. Shean has submitted a new Application for ADR and Treating Physician's Statement, which is complete. Upon Mr. Wilhelm's motion and Ms. Karpinski's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to accept the new application and authorize a medical panel.

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

The following **MAKE-UPS AND REDEPOSITS FOR CURRENT MEMBERS** were reviewed. Upon Mr. Chadwick's motion and Ms. Karpinski's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to approve the following make-ups for current member as individually noted:

Daniel J. Clark , request for a redeposit of 8 years 4 months for service with the Town of Ware during the period of 7/5/2007 – 7/5/2020.
Elizabeth Niedziela , request for a makeup of 2 years 1 month for service with the Town of Hadley during the period of 1/2016 – 6/10/2019.
Razi Beresin-Scher , request for a makeup of 4 months for service with the Town of South Hadley during the period of 9/2/2020 – 2/17/2021.
Dianne LeDuc , request for a makeup of 6 years 2 months for service with the Town of Amherst during the period of 8/25/2008 – 12/13/2020.
Michael A. Romano , request for a makeup of 7 months for service with the Town of Hadley during the period of 1/1/2014 – 5/3/2015.

The following **TRANSFERS** were reviewed. Upon Ms. Karpinski's motion and Ms. Wolfe's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to approve the following transfers as individually noted and to direct the Chairman and Administrator to pay the following warrants:

Transfer to <u>Massachusetts Teachers' Retirement System</u>		
\$	4,959.13	Julie K. O'Brien , transfer with liability acceptance of 2 years 5 months for service with the Town of South Hadley during the period of 9/12/2016 –

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		11/17/2017 and the Town of Belchertown during the period of 11/20/2017 – 8/15/2019.
\$	962.18	Alexis L. Kay , transfer with liability acceptance of 4 months for service with the Town of Belchertown during the period of 2/14/2013 – 8/5/2013.
\$	5,467.00	Rebecca Gonzalez-Kreisberg , transfer with liability acceptance of 2 years 7 months for service with the Town of Amherst during the period of 8/30/2016 – 6/25/2019.
\$	1,881.16	Kellyn A. Kalish , transfer with liability acceptance of 10 months for service with the Town of Amherst during the period of 9/3/2013 – 8/26/2014.
Transfer to <u>Chicopee Retirement System</u>		
\$	3,092.40	Edward T. Kennedy , transfer with liability acceptance of 4 months for service with the Town of Hatfield during the period of 8/10/2020 – 1/1/2021.
Transfer to <u>Hampden County Regional Retirement Board</u>		
\$	447.63	Danica M. Griswold , transfer with liability acceptance of 1 month for service with the Town of Amherst during the period of 11/4/2019 – 12/15/2019.
Transfer to <u>Springfield Retirement System</u>		
\$	29,877.23	Shavena N. Martin , transfer with liability acceptance of 1 year for service with the Town of Amherst during the period of 10/21/2019 – 12/11/2020.

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 (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to accept the following liability as noted.

Massachusetts Teachers' Retirement System is requesting liability acceptance for **Mary Price**, who wishes to redeposit a prior refund. Accept 2 years 2 months for service with the Hampshire Regional School District during the period of 3/1/2009 – 8/29/2013.

Upon Ms. Karpinski's motion and Mr. Chadwick's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes) to accept **12 new members** for March 10, 2021, as summarized:

Group 1	Group 2	Group 4	Total
11	0	1	12
*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 2021 – March 2021.

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

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

Ms. Baronas updated the Board on the transfer of the Hampshire Council of Governments Retirees and Inactive Members to the Massachusetts State Retirement Board.

Future Board meetings are scheduled for:

April 14, 2021 – Monthly Meeting
May 12, 2021 – Monthly Meeting
May 26, 2021 – Investment Review Meeting

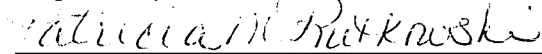
Upcoming Events are noted as follows:

NEPC Client Conference, May 4 -5, 2021, Virtual

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

Upon Ms. Wolfe's motion and Ms. Karpinski's second, the Board voted unanimously (Mr. Wilhelm, yes; Ms. Karpinski, yes; Ms. Wolfe, yes; Mr. Chadwick, yes; Mr. Brock, yes), to **adjourn** the meeting at 9:51 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



Harry Chadwick, Elected Member



Jane Wolfe, Appointed Member