

EASTHAMPTON RETIREMENT BOARD  
MARCH 28, 2023

The Easthampton Retirement Board met in-office on March 28, 2023. Members present: Donald Emerson, Connie Sullivan, Hetal Patel, David Mottor and Jessica Hebert. Also attending was Kymme Wood Director. Chairman- Donald Emerson called the in-office meeting to order at 1:30pm

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the minutes from February 23, 2023 regular meeting. Voted unanimously

Discuss Kymme informed the Board that the current Chairman -Donald Emerson picked up nomination papers and has returned them with signatures to the Easthampton Retirement Board. Kymme reminded the Board of the deadline date to pick up Nomination papers.

Informed Kymme updated the Board on the upcoming MACRS conference. She was informed that the itinerary will be available in April, once received she will forward it to the Board.

Donald Emerson recommended moving FY 2024 COLA meeting after the open session.

Voted On a motion by David Mottor and seconded by Donald Emerson to move the COLA meeting at end of open session. Voted unanimously

Informed Kymme informed the Board on the passing of a Retire - Lillian Pariseault-Cafeteria worker, School Department, Retired in 1980, passed 2/26/23

Informed Kymme announced that Laura Strickland from PRIM will be attending our April Board meeting to review the 2023 investments.

Discuss Kymme discussed with the Board the new on-line process regarding Conflict of Interest test through the State Ethics Commission. It is done every two years. It takes an hour. Once completed, you can print out a certificate and one will go directly to the Personnel office. This information is also found in your quarterly training memo.

Voted On a motion by David Mottor and seconded by Hetal Patel to approve the Refund of Deductions for Debra Korza, Administrative Assistant/School Dept. Voted unanimously

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the following new members: Melissa Rutkowski, Para, School Department, 2/27/2023  
Alyssa Ranker, Para, School Department, , 2/27/23  
Joseph Brough, Dispatcher, City of Easthampton, 2/20/2023  
Adam Hansrote, Para, School Department, 2/27/2023  
Brandon Charbonneau, Grounds keeper, School Department, 2/21/2023  
Eleanor Cartelli, IT Principle Clerk, City of Easthampton, 3/6/2023  
Voted unanimously

Voted On a motion by Jessica Hebert and seconded by Hetal Patel to approve the Trial balance for February. Voted unanimously.

Voted On a motion by Hetal Patel and seconded by Jessica Hebert to approve Warrant #3 for \$530,206.10. Voted unanimously.

New Business:

Informed Kymme stated Sheila Mullarney submitted her retirement paperwork today. She is currently a Para-educator for the school system. She is retiring on July 1, 2023 with 15 years and 10 months. Kymme will put her on the April Agenda to make it official of her retirement date.

- Informed Kymme stated it's that time of year for the Annual Affidavit to all Retirees. She will put it in their Pension checks and indicate on the envelopes "Affidavit enclosed" and the deadline date. They are to be notarized; Kymme has sent a letter indicating she is a Notary.
- Informed Kymme informed the Board that some Retirees have called and expressed their appreciation to the Board for the additional one-time FY2023 2% COLA increase.
- Voted On a motion by Connie Sullivan and seconded by David Mottor to end regular session and go into the COLA meeting. Voted unanimously
- Roll Call: Donald Emerson-yes, Connie Sullivan-yes, Hetal Patel-yes, Jessica Hebert-yes, David Mottor-yes.
- Discussed Donald Emerson expressed the need for the Retirees and the Board to grant the FY 2024 3% COLA increase effective 7/1/2023.
- Voted On a motion by Donald Emerson and seconded by Hetal Patel to approve the FY 2024 COLA 3% to Retirees pursuant to Chpt 32, effective 7/1/2023 for those Retirees retired prior to 7/1/2022. Voted unanimously
- Voted On a motion by David Mottor and Connie Sullivan to adjourn the COLA meeting and not reconvene open session at 1:57pm. Voted unanimously

Items enclosed in the Board packet:

- Agenda. Draft Minutes
- Warrant #3, Trial balance/Cash Reconciliation for February
- FY 2024 COLA meeting notice
- Board member training/PERAC quarterly memo
- Kymme Wood- time used schedule
- PERAC Memos, PRIM/PRIT update memo, Members' files available for New Member info, transfers, refunds, Rollover, Retirements, buybacks, and makeups.
- Members Certificate

The next regular Board Meeting will take place April 25, 2023 at 1:30pm. In-office.

Respectfully submitted,

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Donald C. Emerson-Chairman

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Cornelius E. Sullivan-Vice Chairman

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David Mottor

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Hetal Patel

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Jessica Hebert