

EASTHAMPTON RETIREMENT BOARD  
APRIL 25, 2023

The Easthampton Retirement Board met in-office on April 25, 2023. Members present: Donald Emerson, Connie Sullivan, Hetal Patel, and David Mottor. Jessica Hebert-Absent. Also attending was Kymme Wood Director. Chairman- Donald Emerson called the in-office meeting to order at 1:30pm

Voted On a motion by David Mottor and seconded by Connie Sullivan to approve the minutes from March 28, 2023 regular meeting. Voted unanimously

Speaker Laura Strickland, Senior Client Services officer from PRIT/PRIM presented a Power-Point presentation to all Board members explaining the 2023 investment reviews. She discussed the PRIT fund overview with future initiatives, economic backdrop, asset allocation targets, and fund performance.

Informed Kymme informed the Board that the current Chairman -Donald Emerson is the winner of the elected seat, ran unopposed. His new Term of the office will run from June 6, 2023 to June 5, 2026. All Board members congratulated him and Don thanked all for their support and looking forward to the new Term.

Informed Kymme handed out to all Board members the MACRS Itinerary, subject to change. She will update everyone when the final one is complete.

Informed Kymme informed the Board on the Retirement of Sheila Mullarney, Para-educator, School Department, 15 years, 10 months effective 7/1/2023.

Informed Kymme reminded all Board members of the PERAC memo 3/11/2023 on the Extension of Open Meeting law Waivers. The Legislatures and the Governor have now acted to extend them until March 31, 2025

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the following new members: Samantha Jordan, Paraeducator, School Department, 3/20/2023  
Jennifer Saalfrank, Administrative Assistant, School Department, 4/19/2023  
Steven Sutter, Water craftsman, DPW, City of Easthampton, 4/24/2023  
Voted unanimously

Voted On a motion by Hetal Patel and seconded by David Mottor to approve the Trial balance for March. Voted unanimously.

Voted On a motion by Hetal Patel and seconded by David Mottor to approve Warrant #4 for \$536,120.35. Voted unanimously.

Discussed Kymme presented the FY 2024 Budget to the Board with some annual increases (PTG, Dues, Rent, PRIT Management fees and Medical Benefits).

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the FY 2024 Budget as stated. Voted unanimously.

New Business:

Informed Kymme stated Affidavits are coming in and has made many appointments with Retirees to have their forms notarize. She had sent a letter to all indicating she is a Notary and there is no fee. Kymme is appreciative of the Clerk's office being able to notarize the forms too.

Voted On a motion by David Mottor and Connie Sullivan to adjourn the open session Board meeting at 2:30 pm. Voted unanimously

**The Board will not reconvene to an open session after the Executive Session.**

Voted On a motion by Connie Sullivan and seconded by Donald Emerson to do a roll call and go into Executive Session. Voted unanimously

**Roll Call: Donald Emerson-yes, Connie Sullivan-yes, Hetal Patel-yes, and David Mottor-yes.**

**To Discuss:**

**Kymme Wood- Director's Annual Contract and to conduct Salary contract negotiations with non-union personnel.**

Voted On a motion by Connie Sullivan and seconded by David Mottor to adjourn Executive Session with a roll call at 3:10pm. Voted unanimously

**Roll Call: Donald Emerson-yes, David Mottor-yes, Connie Sullivan-yes, and Hetal Patel-yes.**

Items enclosed in the Board packet:

- Agenda, Draft Minutes
- Warrant #4, Trial balance/Cash Reconciliation for March
- FY 2024 Budget
- Declared winner notice of elected seat
- PRIM/PRIT Power-point presentation
- Extension of open meeting law-PERAC 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 May 23, 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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ABSENT  
Jessica Hebert