

EASTHAMPTON RETIREMENT BOARD
APRIL 26, 2022

The Easthampton Retirement Board met in-office on April 26, 2022. Members present: Donald Emerson, Connie Sullivan, Hetal Patel, and David Mottor. Mayor's Appointment – Open Seat. Also attending was Kymmie Wood, Director. Chairman Don Emerson called the in-office meeting to order at 1:37 pm.

Voted On a motion by Connie Sullivan and seconded by Hetal Patel to approve the minutes from March 29, 2022 regular meeting. Voted unanimously

Discussion Kymmie is making the necessary revision to the 2015-2018 PERAC Draft Audit. All revisions are being sent to PERAC for approval and final review. Once approval is received a letter will be sent to the Retiree explaining the adjustments and payments. There will be a follow up review from PERAC in 6 months.

Voted On a motion by Connie Sullivan and Hetal Patel to approve all revision stated in the PERAC Audit Draft for 2015-2018. Voted unanimously.

Informed Kymmie received an email regarding the MEDEX matter from the Mayor's assistant stating the holiday premiums are not on going. It was just for that change in Health Benefits. .

Informed Kymmie stated the Actuarial Valuation is still in process and will keep the Board informed of the completion and setting a meeting with John Boorack regarding the new funding schedules.

Informed Kymmie reminded all Board members of the Financial Statement due by May 1st and if anyone needed assistance with PROSPER to reach out to her.

Informed Kymmie has received 125 out of 190 annual Affidavits. Reminder letters are being sent out to those Retirees this month.

Discussion Kymmie reviewed the FY 2023 Operational Budget with the Board. PTG, Rent and Harpers had their annual increases. Don recommended approving the Budget in May due to Salary and PRIT fee changes.

Donald Emerson recommended moving Executive Session after the regular session.

Voted On a motion by Connie Sullivan and Hetal Patel to move the Executive Session to end of regular session. Voted Unanimously

Informed Intent to Retire- Bonnie LeDoux, Para-educator, School, City of Easthampton, 7/8/22

Voted On a motion by Hetal Patel and Connie Sullivan to approve the following Refund: Kristen Hall, Para –educator, City of Easthampton.

Voted On a motion by Connie Sullivan and Hetal Patel to approve the following new members: Jessica Hebert, Treasurer, City of Easthampton, 5/2/2022
Eli Bloch, Assistant Planner, City of Easthampton, 3/21/22

Voted On a motion by Hetal Patel and seconded by Connie Sullivan to approve the Trial Balance for March. Voted unanimously.

Voted On a motion by Hetal Patel and seconded by Connie Sullivan to approve Warrant #4 for \$447,501.28. Voted unanimously.

New Business:

Kymme informed the Board of the new Mayor's appointment. She is the Personnel Director for City of Easthampton, Emily Russo. She is starting on May 24th.

Kymme informed the Board on taking a vacation day on May 16th as she is part of a Golf tournament supporting Shriners.

Don asked Kymme about any new information on MACRS Conference. Kymme stated the Itinerary will be out shortly, once received will send it to all Board members.

Kymme reminded everyone about the COLA meeting in May and the extension of virtual and/or Tele-conference meetings until July 15th, Chapter 20 of the acts of 2021. Like last year, the COLA meeting will not be held in the safety complex building.

Voted On a motion by Hetal Patel and Connie Sullivan to adjourn the Board meeting at 2:15 pm. Voted unanimously

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

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

To Discuss:

To conduct Salary contract negotiations with non-union personnel.

Voted On a motion by Connie Sullivan and seconded by Hetal Patel to adjourn Executive Session at 2:40pm. Voted unanimously

Items enclosed in the Board packet:

- Agenda. Draft Minutes
- PERAC Audit revisions
- FY 2023 Operational Budget
- Warrant #4, Trial balance/Cash Reconciliation for March
- Time Sheets for Kymme Wood
- 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 on May 24, 2022 at 1:30 p.m. In-office.

Respectfully submitted,

Donald C. Emerson-Chairman

Cornelius E. Sullivan-Vice Chair

David Mottor

Hetal Patel

Open seat (Mayors appointment)