

EASTHAMPTON RETIREMENT BOARD  
SEPTEMBER 27, 2022

The Easthampton Retirement Board met in-office on September 27, 2022. 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 1:31 pm.

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the minutes from August 23, 2022 regular meeting. Voted unanimously

Discussed: John Boorack presented to the Board last month the results of the January 1, 2022 Actuary Valuation. The Board would decide this month. Hetal reviewed the Schedules and recommended staying with the current Schedule. Kymme asked the Board for an approval of the Schedule.

Voted On a motion by Hetal Patel and seconded by David Mottor to keep the current Schedule, Alternative 1 at 5%. Voted unanimously

Informed Kymme stated MACRS conference will be held from October 3-5th in Springfield. She stated to let her know of your attendance in order to be registered. She informed everyone the Itinerary has been sent via email. There is no registration cost to the Board this year to attend which she thought was unusual and will look into it. Kymme is looking for Travel and Mileage for all Board members and Staff.

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve travel and mileage. Voted unanimously

Discussion Kymme received a response from Scott Henderson/PERAC on the small amount of members that still owe for Holiday deductions. In order to recoup them, they would have to retire or transfer. Kymme has a letter in those files indicating the amount due and will be applied accordingly.

Informed Kymme reminded the Board of the upcoming FY 2024 Appropriation process and the required documents needed from the City/Treasurer. Once the Data has been received and processed Kymme sends to PERAC. They will send a letter indicating the amount of Appropriation payments due from the City and School by July 2023.

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the following Transfer of deductions: Curtis Wiemann, Assistant Planner, 4 years & 10 months. Voted unanimously

Voted On a motion by David Mottor and seconded by Connie Sullivan to approve the following Partial Refund of deductions: Benjamin Lesko, Firefighter, Voted unanimously

Informed Kymme informed the Board on the passing of retired Ginette Eldridge, Cafeteria Monitor, School Department, 8/19/22.

Informed Kymme informed the Board on the Retirement of Mitchell Cichy Jr, Police officer, City of Easthampton, 14 years and 11 months, 10/2/2022.

Voted On a motion by Connie Sullivan and seconded by David Mottor to approve the following new members: Abigayle Czerwiec, Para educator, School Department, 8/30/2022  
Connor Schrauben, Maintenance laborer, EH Housing Authority, 8/29/2022  
Jeffrey Usher, Night custodian, School Department, 9/12/2022. Voted unanimously

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

Voted On a motion by Hetal Patel and seconded by Jessica Hebert to approve Warrant #9 for \$495,644.89. Voted unanimously.

New Business:

Kymme stated if you do not go into PROSPER more than 60 days you will be asked to change your password. It is recommended to go into it periodically to check on your required credits status.

Kymme went over some of the highlights of the Emerging Issues Conference.

Voted On a motion by David Mottor and Hetal Patel to adjourn the Board meeting at 2:10 pm. Voted unanimously

Items enclosed in the Board packet:

- Agenda. Draft Minutes
- Warrant #9, Trial balance/Cash Reconciliation for August
- PERAC Actuary Schedules
- Budget
- 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 October 25, 2022 at 1:30 p.m. In-office.

Respectfully submitted,

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Donald C. Emerson-Chairman

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Cornelius E. Sullivan-Vice Chair

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David Mottor

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Hetal Patel

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Jessica Hebert