

MINUTES OF MEETING May 27, 2021

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Joyce Karpinski at 1:34 p.m.

Members present were Joyce Karpinski, Michael Lyons, Thomas Sullivan and Tammy Suprenant. Susan Wright was absent. Also present was Retirement Administrator David Shipka, Member Services Assistant Elsie Vazquez and City Finance Director Charlene Nardi.

This meeting was held remotely via Zoom teleconference.

Visitors

New Business

Ms. Karpinski introduced Charlene Nardi, who will join the Northampton Retirement Board effective 7/1/2021. Susan Wright will retire on 6/30/2021.

Regular Business

The Board received applications for the following new members:

Jennifer Hayden (School)
Anthony Rodrigue (School)
Jason Zolendziewski (Housing)
Michael Rose (Housing)
Abigail Stone (Mayor's)
Dorothy Graham (School)
Patricia McGrath (Cafeteria)
Patricia Fenton (Cafeteria)

On a motion made by Ms. Suprenant and seconded by Mr. Sullivan, the Board voted unanimously by roll call (4-0) to accept the aforementioned new members (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The Board received superannuation retirement application(s) for the following members:
Brenda Coyle (Cafeteria)

On a motion made by Mr. Lyons and seconded by Ms. Suprenant, the Board voted unanimously by roll call (4-0) to accept the aforementioned retirement application(s) (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed retirement allowances for the following retirees:
None

The Board reviewed the following deceased members/retirees/survivors:
Clare Fennessey (School)
Helen Murphy (School)

On a motion made by Ms. Suprenant and seconded by Mr. Sullivan, the Board voted unanimously by roll call (4-0) to approve the minutes of the regular meeting held on April 29, 2021 (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

On a motion made by Ms. Suprenant and seconded by Mr. Lyons, the Board voted unanimously by roll call (4-0) to approve the Executive Session minutes of the special meeting held on May 6, 2021 (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed and approved the following warrants:
Pension payroll warrant totaling \$981,744.59

Accounts payable warrant totaling \$71,755.62

Board and staff payroll warrant totaling \$13,162.26

On a motion made by Mr. Sullivan and seconded by Ms. Suprenant, the Board voted unanimously by roll call (4-0) to approve the aforementioned warrants (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed the following reports:

March Trial Balance

Transaction journal from the de Burlo Group, Inc for April

PRIT Statement for April

The Board reviewed the following wire transfers for the current month:

\$17,767.22 from PRIM to Peoples' United Bank (distribution)

\$720,000 from Peoples' United Bank to Florence Bank

The Board reviewed the treasurer's report on the Florence Bank account for April:

Bank statement: \$317,492.01

Outstanding disbursements: \$193,348.98

Adjusted bank balance: \$124,143.03

Outstanding receipts: \$25,430.59

Trial Balance end of month balance: \$149,573.62

The Board reviewed the following makeup/buyback requests:

Jason Pratt

Former member from 6/11/2012 to 5/19/2015, refunded on 6/25/2015. Currently a member of the Springfield Retirement System. Requesting acceptance of liability amounting to 2 year and 11 months of creditable service upon completion of a buyback.

On a motion made by Ms. Suprenant and seconded by Mr. Lyons, the Board voted unanimously by roll call (4-0) to approve the aforementioned request (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed the following correspondence:

PRIM April Update

Old Business

None

Other Business

The administrator provided an update on the pandemic closure. The Retirement Office staff will resume in-person work on June 2, 2021. City buildings will remain closed to the public until July 6, 2021.

The administrator commended Elsie Vazquez on her performance in helping to keep the office running smoothly during the closure.

Ms. Karpinski informed the administrator that air purification and plexiglass barriers could be purchased for the office under the federal CARES grant. The Board briefly discussed the benefits and estimated costs.

On a motion made by Ms. Suprenant and seconded by Mr. Sullivan, the Board voted unanimously to approve the purchase of air purifiers for the office (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

On a motion made by Ms. Suprenant and seconded by Mr. Lyons, the Board voted unanimously to approve the cost of plexiglass barriers for the office (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The 2021 Spring MACRS Conference will be held from 10:00 am to 1:00 pm on June 7th & 8th.

Adjournment

On a motion made by Mr. Lyons and seconded by Mr. Sullivan, the Board voted unanimously (4-0) by roll call to adjourn the meeting at 2:28 p.m. (Karpinski: Yes, Lyons: Yes, Sullivan: Yes, Suprenant: Yes).

The next regular meeting is scheduled for Tuesday, June 29, 2021 at 1:30 p.m.

Respectfully Submitted,

Retirement Administrator

THESE MINUTES WERE APPROVED BY THE NORTHAMPTON RETIREMENT BOARD ON 6/29/2021.

APPROVED:

_____ **Joyce Karpinski, Chairperson**

_____ **Michael Lyons**

_____ **Thomas Sullivan**

_____ **Tammy Suprenant**

_____ **ABSENT** _____ **Susan Wright**