

## **MINUTES OF MEETING August 29, 2023**

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Charlene Nardi at 1:31 p.m.

Members present were Joyce Karpinski, Karen Lafleche, Charlene Nardi, Thomas Sullivan and Tammy Suprenant. Also present was Retirement Administrator David Shipka, Associate Retirement Specialist Elsie Vazquez and Interim Auditor Kala Fisher.

The meeting was held remotely via Zoom teleconference pursuant to the Open Meeting Law provisions in Chapter 2 of the Acts of 2023.

### **Visitors**

None

### **New Business**

The Retirement Board's contract for custodial services with M&T Bank expires on 12/31/2023. The Board discussed the Request for Proposal, Timeline and Ranking Sheets prepared by the Administrator. The deadline for submissions is Monday, 10/2/2023.

On a motion made by Mr. Sullivan and seconded by Ms. Suprenant, the Board voted unanimously by roll call (5-0) to proceed with the Request for Proposal (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

On a motion made by Mr. Sullivan and seconded by Ms. Lafleche, the Board voted unanimously by roll call (5-0) to approve the Request for Proposal Timeline and Ranking Sheets (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

### **Regular Business**

The Board received applications for the following new members:

Marissa Branscomb (Collector/Parking)

Samson Melendez (Housing)

Angelica Sanchez (Health)

Deborah Walker (Housing)

On a motion made by Ms. Lafleche and seconded by Ms. Suprenant, the Board voted unanimously by roll call (5-0) to accept the aforementioned new member(s) (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The Board received superannuation retirement application(s) for the following members:  
Glenda Stoddard (Human Resources)

On a motion made by Ms. Suprenant and seconded by Mr. Sullivan, the Board voted unanimously by roll call (5-0) to accept the aforementioned superannuation retirement application(s) (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed retirement allowances for the following retirees:

Kathleen Connor (Inactive)  
Tamara Covalenco (12(2)(d) Survivor of Constantin Covalenco - Inactive)  
Richard Stone (DPW)  
David Veleta (DPW)

On a motion made by Ms. Karpinski and seconded by Ms. Lafleche, the Board voted unanimously by roll call (5-0) to approve the aforementioned retirement allowance(s) (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed the following deceased members/retirees/survivors:

Marianne Carter (School)  
Mary Connor (Auditor)  
Kay Zimmerman (Survivor of James Zimmerman)

On a motion made by Ms. Suprenant and seconded by Ms. Lafleche, the Board voted unanimously by roll call (5-0) to approve the minutes of the regular meeting held on July 27, 2023 (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

On a motion made by Ms. Suprenant and seconded by Mr. Sullivan, the Board voted unanimously by roll call (5-0) to approve the minutes of the Executive Session held on July 27, 2023 (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes). There was no discussion.

The Board reviewed and approved the following warrants:

Pension payroll warrant totaling \$1,144,364.26  
Accounts payable warrant totaling \$69,219.31  
Board and staff payroll warrant totaling \$22,098.60

On a motion made by Ms. Suprenant and seconded by Ms. Lafleche, the Board voted unanimously by roll call (5-0) to approve the aforementioned warrants (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed the following financial report(s) prepared by the Administrator:  
June Cashbooks

The Board reviewed the following financial statement(s):

The de Burlo Group Statement for July  
PRIT Statement/Update for July and 2<sup>nd</sup> Qtr Report

The Board reviewed the following wire transfers for the current month:  
\$2,221.01 from PRIM to M&T Bank (distribution)  
\$955,000 from M&T Bank to Florence Bank

The Board reviewed the Treasurer's report on the Florence Bank account for July  
Bank statement: \$176,887.57  
Outstanding disbursements/unrecorded receipts: \$160,127.95  
Adjusted bank balance: \$16,759.62  
Outstanding receipts: \$26,508.55  
Trial Balance end of month balance: \$43,268.17

The Board reviewed the following make-up/buyback requests:  
None

The Board reviewed the following correspondence:  
PERAC #17 Reinstatement to Service under G.L. c. 32 § 105  
PERAC #18 Cost of Living Increase for Supplemental Dependent Allowance Paid to  
Accidental Disability Retirees and Accidental Death Survivors

### **Old Business**

The Administrator reported that Tammy Suprenant was the only candidate to submit nomination papers. On a motion made by Ms. Lafleche and seconded by Mr. Sullivan, the Board voted unanimously by roll call (5-0) to declare Ms. Suprenant to be elected to the Retirement Board for a three-year term effective October 1, 2023 and ending September 30, 2026, in accordance with 840 C.M.R. 7.05 (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

### **Other Business**

None

### **Adjournment**

On a motion made by Ms. Suprenant and seconded by Ms. Lafleche, the Board voted unanimously (5-0) by roll call to adjourn the meeting at 2:25 p.m. (Karpinski: Yes, Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The next regular meeting is scheduled for Thursday, September 28, 2023 at 1:30 p.m. via Zoom.

Respectfully Submitted,

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Retirement Administrator

**THESE MINUTES WERE APPROVED BY THE NRB ON 9/28/2023**

**APPROVED:**

\_\_\_\_\_ **Charlene Nardi, Chairperson**

\_\_\_\_\_ **Joyce Karpinski**

\_\_\_\_\_ **Karen Lafleche**

\_\_\_\_\_ **Thomas Sullivan**

\_\_\_\_\_ **Tammy Suprenant**