

## **MINUTES OF MEETING November 28, 2023**

The regular monthly meeting of the Northampton Retirement Board was called to order by Chairperson Charlene Nardi at 1:30 p.m.

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

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**

None

### **Regular Business**

The Board received applications for the following new members:

Paul Calderon (School)  
Jonathan Ely (Police)  
Dominic Carme (Police)  
Yanibel Vasquez (Police)  
Hayden France (Police)  
Adam Chatman (Police)  
Emily Bazanchuk (School)  
Elizabeth Mazzei (School)  
Kerry Jo Nagle (School Administration)  
Jason DiNicola (School)  
Mark Hendricks (IT Dept)  
Deborah Cheberle DeNoronha (School)  
Rachel Matteis (School)  
Teresa Forlenzo (School)  
Sydney Fahey (Mayor's)  
Caroline Kern (School)

On a motion made by Ms. Suprenant and seconded by Ms. Lafleche, the Board voted unanimously by roll call (4-0) to accept the aforementioned new member(s) (Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The Board received superannuation retirement application(s) for the following members:  
Joyce Karpinski (Auditor)  
Stephen Vanasse (Fire/Rescue)

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

The Board reviewed retirement allowances for the following retirees:  
Kathy Richards (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 aforementioned retirement allowance(s) (Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The Board reviewed the following deceased members/retirees/survivors:  
Shirley LaRose (Treasurer)  
Leonard Helems, Jr. (Police)

The Board reviewed the minutes of the following meeting(s):

Regular meeting on October 30, 2023

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

The Board reviewed and approved the following warrants:

Pension payroll warrant totaling \$1,148,417.40

Accounts payable warrant totaling \$228,244.28

Board and staff payroll warrant totaling \$15,232.43

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

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

September Cashbooks

There was a brief discussion on interpreting accounting reports, particularly for the most recently appointed board members. The Administrator plans to describe the various elements of cashbook reporting in detail at a future meeting in 2024.

The Board reviewed the following financial statement(s):

The de Burlo Group Statement for October

PRIT Statement/Update for October

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

\$4,170.68 from PRIM to M&T Bank (distribution)

\$1,045,000 from M&T Bank to Florence Bank

The Board reviewed the Treasurer's report on the Florence Bank account for October

Bank statement: \$485,803.51

Outstanding disbursements/unrecorded receipts: \$479,395.02

Adjusted bank balance: \$6,408.49

Outstanding receipts: \$27,328.03

Trial Balance end of month balance: \$33,736.52

The Board reviewed the following make-up/buyback requests:

None

The Board reviewed the following correspondence:

PERAC #23            Paid Family and Medical Leave ("PFML") & Supplemental Payments

PERAC #24a        Outsourced Chief Investment Officer (OCIO) Policy

PERAC #25        Cybersecurity Training

PERAC #26        2023 Pension Fraud Prevention Campaign

### **Old Business**

None

### **Other Business**

None

### **Adjournment**

On a motion made by Mr. Sullivan and seconded by Ms. Lafleche, the Board voted unanimously (4-0) by roll call to adjourn the meeting at 2:06 p.m. (Lafleche: Yes, Nardi: Yes, Sullivan: Yes, Suprenant: Yes).

The next regular meeting is scheduled for Thursday, December 21, 2023 at 1:30 p.m. via Zoom.

Respectfully Submitted,

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Retirement Administrator

**THESE MINUTES WERE APPROVED BY THE NRB ON 12/21/2023.**

**APPROVED:**

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

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

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

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

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