

**I. Roll Call**

**II. Minutes**

- A. Minutes of the October 19, 2019 Personnel & Pension Board Meeting.

**III. Old Business**

- A. UBS settlement agreement for excess OPEB management fees.

**IV. New Business**

- A. Presentation by Becky Sielman from Milliman on the preliminary July 1, 2019 valuation results for the Employees' Retirement Fund and OPEB Fund and potential actuarial method and assumption changes.
- B. Investment review with UBS.
- C. Applications for Retirement:
1. Deborah Jakubielski, Accounting Clerk-PW, for a normal retirement effective November 18, 2019.
  2. Donna Colonna, Administrative Assistant-BOE, for a normal retirement effective December 21, 2019.
  3. Jill Smith, Executive Secretary-Fire, for a normal retirement effective January 18, 2020.
  4. Kim Pepas, LPN-BOE, for a normal retirement effective January 28, 2020.
  5. Randy Black, IT Manager-NPU, for a deferred retirement effective July 7, 2020.
- D. Pension Calculations:
1. Diane Harrington, retired October 1, 2019. Her annual pension is calculated for \$38,244.54. Her application was approved at the October 2019 meeting.
  2. Angelo Callis, retired October 22, 2019. His annual pension is calculated for \$54,988.41. His application for retirement was approved at the July 2019 meeting.
- D. Application for refund/rollover of pension contributions:
1. Rebecca Larose, Paraeducator-BOE, who resigned effective August 23, 2019. Refund of \$2,048.00 including interest.
  2. Vivian Williams, Paraeducator-BOE, who resigned effective October 18, 2019. Refund of \$14,915.35 including interest.
  3. Brady Dufault, Janitor, who resigned effective October 25,, 2019. Refund of \$18,776.63 including interest.
- E. Notification of Death:
1. Helen Tetreault, DOD October 7, 2019, who retired from Planning on August 5, 2000. Survivor benefit to be paid to her spouse, Norman Tetreault, in the amount of \$12,080.64.
  1. Jean Dauphinais, DOD October 22, 2019, who retired from NPU on January 1, 2000. No further benefit due.
  2. Barbara Bresnan, DOD unknown. Reported by Social Security Administration during the October 2019 verification. Contacted family with no response. Benefits stopped as of September 30, 2019. No further benefit due.
- F. Review 2020 Meeting Schedule.

G. New Employees:

NAME	POSITION	DATE OF HIRE	CITY/STATE
Jason Balletto	Director of Safety & Training	10/15/2019	Guilford CT
Erin Haggan	YFS Coordinator	10/28/2019	Griswold CT
William Owens	Field Services Technician-NPU	11/04/2019	Mansfield CT
Christian Case	Asst Building Official/ Code Enforcement Officer	11/04/2019	Uncasville CT
Chandler Overton	Police Officer	11/14/2019	Norwich CT

H. Employees to be admitted into the City of Norwich Employees' Retirement Fund:

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST /EVAL RECEIVED
Kristen Bill	Paraeducator-BOE	12/10/2018	n/a	05/07/2019	10/16/2019
Julie Glover	Kitchen Worker-BOE	05/10/2019	n/a	08/07/2019	10/17/2019
Jessica Doubleday	Safety Officer-BOE	08/26/2019	n/a	n/a	10/21/2019
Duneshka Vazquez	Paraeducator-BOE	08/26/2019	n/a	10/01/2019	10/29/2019
Yelitza Brooks	Family Community Connection Coordinator-BOE	10/28/2019	n/a	n/a	10/25/2019
Sarah Brown	Paraeducator-BOE	04/03/2019	n/a	10/29/2019	10/31/2019
Hector Sanchez	Employment Case Manager-YFS	05/01/2019	n/a	10/31/2019	10/22/2019

IV. Correspondence

V. Adjournment