

## **I. Roll Call**

Meeting called to order by Paul Schroder at 6:04 pm.

### **A. Members Present**

1. Paul Schroder, Chair (voting member)
2. Scott Suplita, Vice Chair (voting member)
3. John John (voting member)
4. Sheila Hayes (voting member)
5. Peter Barber (voting member)
6. Andre Rosedale (alternate)

### **B. Members Absent**

1. Zato Kadambaya (alternate)

### **C. Others Present**

1. Michael Gualtieri, Treasurer, City of Norwich
2. Brigid Marks, HR Director, City of Norwich
3. Sandra Pimentel, P&P Board Secretary
4. Marc Benjamin, Employee
5. Scott Merchant, IAFF Union Employee President

## **II. Minutes**

### **A. Minutes of the February 16, 2016 Regular Personnel & Pension Board Meeting.**

Motion to approve the February 16, 2016 Combined Regular/Investment Personnel & Pension Board meeting minutes made by Shiela Hayes, seconded by John John, all in favor.

## **III. Old Business**

### **A. Discussion of rollover or withdrawal of pension contributions (plus interest) upon resignation or termination of employment. Kevin Emerson researching state escheatment laws. Motion to table to the March 2016 meeting made at the February 16, 2016 meeting.**

Motion to table to the April 2016 meeting made by Paul Schroder, seconded by John John, all in favor.

### **B. Discussion of eligibility list extensions.**

Brigid Marks provided the Board with the written communication from Chief Scandariato regarding the Captain's List. The written request was submitted after the list expired. No further action is required. The Board requested a summary of the process and form used to notify Department Heads when a list is to expire. Ms. Marks will provide a summary.

## **IV. New Business**

### **A. Reappointment of Shiela Hayes as a regular member.**

The board acknowledged the reappointment of Shiela Hayes.

### **B. Election of Chairman and Vice-Chairman.**

John John nominated Paul Schroder to continue as Chair and Scott Suplita to continue as Vice –Chair. The nomination was seconded by Shiela Hayes, all in favor.

C. Applications for retirement:

1. Paul Kramarewicz, Laborer, for a deferred retirement effective February 26, 2016, payable August 31, 2018.
2. Peter Ververis, Chief Plant Operator-NPU, for a deferred retirement effective April 2, 1999, payable immediately.
3. Peter Davis, Director of Planning & Neighborhood Services, for a normal retirement effective April 2, 2016.
4. Miriam Herring, Special Education Paraeducator-BOE, for a normal retirement effective July 1, 2016.
5. Nancy Lyon, Management Group Secretary-NPU, for a normal retirement effective July 6, 2016.

Motion to approve the applications for retirement made by John John, seconded by Shiela Hayes, all in favor.

D. Revised Application for retirement:

- 1 Mark Jones, Utilities Pipefitter-NPU, for a normal retirement revised to February 20, 2016. Original application effective March 16, 2016 approved at the July 2015 meeting.

Motion to approve the revised retirement date made by Paul Schroder, seconded by Peter Barber, all in favor.

E. Pension calculation:

1. Mark Jones, retired February 20, 2016. His pension is calculated for an annual amount of \$48,083.97. His revised application for retirement approved at this meeting.

Motion to approve the pension calculations made by Paul Schroder, seconded by John John, all in favor.

F. Notification of deaths:

1. Charlotte Kane (DOD February 6, 2016), surviving spouse of William Kane who retired on September 15, 1992. No further benefits due.
2. Barbara Rita, (DOD March 3, 2016), surviving spouse of Frank Rita, Jr who retired from NPU on February 13, 1985. No further benefits due.

Motion to acknowledge the notifications of death made by Shiela Hayes, seconded by John John, all in favor.

G. Discussion of military service buybacks.

From the onset, the buyback of military service time has been calculated in full month increments. Based upon employee input, a request was made to determine if the additional "days" served could also be purchased. Motion for Ms. Marks to contact Corporation Counsel, Michael Driscoll, to determine if this decision is within the board's authority made by Paul Schroder, seconded by John John, all in favor.

H. New Employees:

Motion to acknowledge the new employees made by John John, seconded by Peter Barber, all in favor.

NAME	POSITION	DATE OF HIRE	CITY/STATE
Peter Allegro	Utility Pipefitter Apprentice-NPU	3/7/2016	Preston, CT

- I. Employee(s) to be admitted into the City of Norwich Employees' Retirement Fund:  
Motion to admit the following employees into the City of Norwich Employees' Retirement Fund made by Shiela Hayes, seconded by Peter Barber, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRAD DATE	PROBATION PERIOD UP:	REQUEST /EVAL RECEIVED:
Michael Gualtieri	City Treasurer	12/1/2015	n/a	n/a	11/19/2015
Vivian Williams	School Secretary-BOE	10/23/2015	n/a	1/20/2016	2/17/2016
Richard Rivera	Janitor	2/18/2015	n/a	2/17/2016	2/19/2016
Ayesha Ahmed	Paraeducator	10/13/2015	n/a	3/8/2016	3/9/2016

**V. Correspondence**

**VI. Adjournment**

Motion to adjourn made by John John, seconded by Shiela Hayes, all in favor.  
Meeting was adjourned at 7:12 pm.

Respectfully submitted,



Sandra Pimentel, Secretary