

~Please call to attend by phone 860-215-8140. Meeting ID 4038191. ~

**I. Roll Call**

Meeting called to order by Paul Schroder at 5:06 pm.

A. Members Present

1. Paul Schroder, Chair (voting member)
2. Shiela Hayes, Vice-Chair (voting member)
3. Mike Dziavit (voting member)
4. Rich Morelli (voting member)
5. Chris Goas (voting member)
6. Bob Pouch (alternate)

B. Members Absent

1. Frank Gavigan (new alternate)

C. Others Present

1. Brigid Marks, Director of Human Resources
2. Evelyn Lopez, P&P Secretary
3. Thomas Cutler, (phone)

**II. Minutes**

A. Minutes of the July 20, 2021 Personnel & Pension Board Meeting.

Motion to approve the July 20, 2021 minutes made by Paul Schroder, seconded by Shiela Hayes, all in favor.

**III. Old Business**

A. Discussion of pension contribution choices upon termination for vested participants.

Because these former participants are also eligible to receive a deferred pension, an opinion was requested from Corporation Counsel, Mike Driscoll. Tabled until an opinion is received from Corporation Counsel. Tabled to September 2021 meeting.

Motion to acknowledge and accept Corporation Counsel, Mike Driscoll's legal opinion letter was made by Shiela Hayes, seconded by Mike Dziavit, all in favor. Board members reviewed and discussed Mike Driscoll's legal opinion letter. The legal opinion did not provide a clear solution, therefore, leaving members with additional questions and wanting further legal advice on matter.

Motion was made by Paul Schroder to invite Corporation Counsel Mike Driscoll to next Personnel & Pension Board Meeting of October 19, 2021, seconded by Shiela Hayes, all in favor.

**IV. New Business**

A. Application for retirement:

1. Anne L. Burns, School Nurse, for a deferred retirement effective August 26, 2021, payable July 28, 2025.
2. Deborah J. Chornoby, Paraeducator, for a normal retirement effective October 1, 2021
3. Thomas W. Cutler, Chief Water Plant Operator, for a deferred retirement effective July 24, 2021, payable September 26, 2034.
4. Debra A. Fowler, NPU Customer Service Rep II, for a normal retirement effective July 23, 2021.

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

B. Pension Calculations:

1. Walter A. Burgess Jr. retired August 7, 2021. His annual pension calculation is \$ 5,363.18. His application was approved at the July 21, 2021 meeting.
2. Donna L. Ralston retired July 13, 2021. Her annual pension calculation is \$ 26,085.27. Her application was approved at the April 20, 2021 meeting.
3. Debra A. Fowler retired July 23, 2021. Her annual pension calculation is \$ 33,933.95. Her application is on the agenda at this meeting for approval.

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

C. Applications for refund/rollover of pension contributions:

1. Miranda Cirrito, Paraeducator- BOE, who terminated effective April 13, 2021. Refund of \$ 4,385.81 including interest.
2. Scott Tonucci, Head Custodian- BOE, who terminated effective June 25, 2021. Refund of \$ 2,755.41 including interest.
3. Scott Tedford, Custodian - BOE, withdrew from plan effective June 17, 2020. Refund of
4. \$ 4,473.97 including interest.
5. Carrien Williams, Paraeducator - BOE, who terminated effective March 25, 2021. Refund of \$ 992.90 including interest.
6. Justin Zeigler, YFS Caseworker, who terminated effective July 29, 2021. Refund of \$ 2,190.18 including interest.
7. Gloria Adames Sotomayor, Paraeducator- BOE, who terminated effective July 18, 2021. Refund of \$ 2,211.72 interest included.
8. Rachelle Rolfe, Paraeducator- BOE, who terminated effective July 23, 2021. Rollover of \$ 4,974.53 including interest.
9. Cynthia Madera, Cafeteria Manager - BOE, who terminated effective July 27, 2021. Rollover of \$ 19,627.26 including interest.
10. Tara Morell, Paraeducator - BOE, who terminated effective August 25, 2021. Refund of \$5,251.80 including interest.

Motion to approve the refund applications/rollovers made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

D. Notifications of Death:

1. Marilyn K. Burgess, DOD August 25, 2021, who retired from BOE on August 15, 1993. No further benefit due.

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

E. Eligibility List Extensions:

1. Request from Christopher LaRose, General Manager-NPU, to extend the Apprentice Control Room Operator eligibility list for one year. The current list expires on October 8, 2021.

Motion to accept the recommended extend eligibility list for one year was made by Shiela Hayes, seconded by Rich Morelli. Paul Schroder opened the floor for board members to discuss further the pros and cons behind the one year extension. Chris

Golas provided his opinion as why they should only extend the eligibility list for only six (6) months.

Motion to amend previous motion and extend eligibility list for six (6) months was made by Shiela Hayes, seconded by Rich Morelli, all in favor.

F. New Employees:

Motion to acknowledge new employees made by Shiela Hayes, seconded by Rich Morelli, all in favor.

NAME	POSITION	DATE OF HIRE	CITY/STATE
Michael Akavalos	PW- Laborer	09/13/2021	East Lyme, CT
Robin Dauda	Fire Code Clerk	08/30/2021	Groton, CT
Shariff Fair	Police Officer	09/07/2021	Hartford, CT
Abigail Leach	Police Records Clerk	09/13/2021	Waterford, CT
Heydi Mercedes Zayas	Community Caseworker	08/02/2021	Norwich, CT
Erik Milton	PW- Laborer	09/07/2021	Norwich, CT
Marc Rabideau	Technician - NPU	09/07/2021	Columbia, CT
Ivan Rivera Jr.	PW - Building Maintenance	08/30/2021	Norwich, CT
Marla Shelton	NPU - Customer Account Rep I	09/13/2021	Danielson, CT
Laura Wrighten	NPU - Customer Account Rep I	09/07/2021	Uncasville, CT

G. Employees 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 Mike Dziavit, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST/EVAL RECEIVED
Ana Acevedo	Revenue Collection Clerk (Bilingual)	11/30/2020	N/A	07/25/2021	07/25/2021
Chasity Elder	TOPS Coordinator	08/06/2018	N/A	N/A	N/A

Paul Schroder made a motion to amend the agenda under suspension of rules to add the following sections H. Review 2022 Meeting Schedule, I. P&P Board re-election of Chairman and Vice Chairman, and J. Pension Obligation Bond (POB) update, seconded by Shiela Hayes, all in favor

H. Review 2022 Meeting Schedule.

Motion to accept the distributed 2022 P&P Board Meeting Schedule made by Paul Schroder, seconded by Shiela Hayes, all in favor.

I. P&P Board re-election of Chairman and Vice Chairman.

Shiela Hayes asked if any of the members present was interested in any of these positions. Both Paul Schroder (Chairman) and Shiela Hayes (Vice Chairman), were re-elected by a majority vote.

Motion to accept majorities vote was made by Paul Schroder, seconded by Shiela Hayes, all in favor.

J. Pension Obligation Bond (POB) update

Shiela Hayes asked whether there was update on the Pension Obligation Bond. Board members would like an update on status and any additional information in regards to bond.

Motion was made by Paul Schroder for Brigid Marks to email Joshua Pothier, Comptroller requesting status of POB, seconded by Shiela Hayes, all in favor

**IV. Correspondence**

None

**V. Adjournment**

Motion to adjourn made by Shiela Hayes, seconded by Mike Dziavit, all in favor. Meeting was adjourned at 5:35pm.

Respectfully submitted,

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Evelyn Lopez, Secretary