

**I. Roll Call**

Meeting called to order by Paul Schroder at 5:01pm

**A. Members Present**

1. Paul Schroder, Chair (voting member)
2. Rich Morelli, Vice Chair (voting member)
3. Mike Dziavit, (voting member)
4. Bob Pouch, (voting member)

**B. Members Absent**

1. Gary Gross, (alternate)
2. Chris Golas, (voting member)

**C. Others Absent**

1. Brigid Marks, Director of Human Resources

**D. Others Present**

1. Evelyn Lopez, Retirement Plan Administrator

**II. Minutes**

**A. Minutes of May 16, 2023 Personnel & Pension Board Meeting.**

Motion to accept May 16, 2023 minutes made by Mike Dziavit, seconded by Bob Pouch, all in favor.

**III. Old Business**

**A. Raymond Thompson, Crew Leader, for a service-connected disability effective when approved.**

Motion to go into executive session with Board members and Evelyn Lopez, made by Paul Schroder, seconded by Mike Dziavit, all in favor.

Motion to come out of executive session, made by Paul Schroder, seconded by Mike Dziavit, all in favor.

Motion to approve Raymond Thompson's service-connected disability retirement effective June 20, 2023 was made by Paul Schroder, seconded by Mike Dziavit, all in favor.

**IV. New Business**

**A. Actuarial Valuations**

No action was taken by P&P Board members.

**B. Application for retirement:**

1. Deborah A. D'Alessandro, Administrative Assistant - BOE, for a normal retirement effective July 1, 2023.
2. Diane King, Paraeducator - BOE, for a normal retirement effective June, 16 2023.
3. Nancy A. Piscatelli, Paraeducator - BOE, for a normal retirement effective August 23, 2023.
4. Ruth A. Wolf, Kitchen Manager - BOE, for a normal retirement effective June 16, 2023.
5. Gary W. Metz Jr., Crew Leader, for a deferred retirement effective May 13, 2023 payable May 28, 2036.

Motion to approve retirement applications made by Bob Pouch, seconded by Mike Dziavit, all in favor.

**C. Pension Calculations:**

1. Jonathan Clark, Control Room Operator, retired May 13, 2023 payable October 11, 2042. His annual pension calculation is \$27,604.17. His application was approved at the April 18, 2023 meeting.

2. Gary W. Metz Jr., Crew Leader, retired May 13, 2023 payable May 28, 2036. His annual pension calculation is \$ 15,146.34. His application is on the agenda at this meeting. Motion to approve the pension calculations made by Rich Morelli, seconded by Bob Pouch, all in favor.

**D. Applications for refund/rollover of pension contributions:**

1. Natasha Beamon-Brown, Paraeducator – BOE, who terminated effective May 19, 2023. Refund of \$ 8,854.84 including interest.
2. Cyrus Blake, Custodian – BOE, who terminated effective March 03, 2023. Refund of \$ 44,391.84 including interest.
3. Brandon Helie, Custodian – BOE, who terminated effective January 27, 2023. Refund of \$1,100.84 including interest.
4. Mikhail Liachencko, Community Caseworker, who terminated effective May 12, 2023. Refund of \$ 1,557.65 including interest.
5. Sydney Phelps, Director of Community Development, who terminated effective April 24, 2023. Refund of \$ 10,427.23 including interest.
6. Rebecca Rivas, Paraeducator – BOE, who terminated effective April 23, 2023. Refund of \$ 20,849.96 including interest.
7. Sandra Van Lew, Administrative Assistant – BOE, who opted out of plan effective May 21, 2023. Refund of \$ 22,679.18 including interest.

Motion to approve refund/rollover applications made by Mike Dziavit, seconded by Bob Pouch, all in favor.

**E. Notification of Death:**

1. Victoria Burgess, Secretary – BOE, DOD June 1, 2023, who retired on July 1, 1994. No further benefit due.
2. Dorothy C. McCulley, Executive Assistant (NPU), DOD May 27, 2023, who retired on April 30, 2002. No further benefit due.
3. Paul J. Travers, Utility Inspector (NPU), DOD May 28, 2023, who retired on April 1, 1998. No further benefit due.

Motion to acknowledge notification of death made by Mike Dziavit, seconded by Bob Pouch, all in favor.

**F. Eligibility List Extensions:**

1. Request from Betsy Barrett, City Clerk, to extend the Records Clerk list for one (1) year. The list expires September 02, 2023.
2. Joshua Pothier, Comptroller, to extend the Revenue Collection-Clerk-Bilingual list for six (6) months. The list expires September 09, 2023.

Motion to extend both eligibility lists for six (6) months made by Paul Schroder, seconded by Mike Dziavit, all in favor.

**G. Employees to be admitted into the City of Norwich Employees’ Retirement Fund:**

Motion to admit the following employees into the City of Norwich Employee’s Retirement Fund made by Rich Morelli, seconded by Bob Pouch, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST/EVAL RECEIVED
Elizabeth Bull	Community Caseworker	11/28/2022	N/A	05/28/2023	05/28/2023
Ethan Gagnon	Fire Fighter	01/24/2022	05/25/2022	05/24/2023	05/30/2023

Santana Harrison	Community Caseworker	11/28/2022	N/A	05/28/2023	05/30/2023
Conan Meadows	Control Room Operator	11/21/2022	N/A	05/11/2023	05/21/2023
Ezequiel Perez	Custodian	10/25/2022	04/26/2023	N/A	05/02/2023
Jed Soberal	Fire Fighter	01/24/2022	05/25/2022	05/24/2023	05/24/2023
Linda Tristany	Police Records Clerk	12/12/2022	N/A	06/11/2023	06/06/2023

**H. New Employees:**

Motion to acknowledge new employees made by Rich Morelli, seconded by Bob Pouch, all in favor.

Name	Position	Date of Hire	City/State
Merzilas Braboy	Janitor	05/22/2023	Groton, CT
Leia Burns	Police Records Clerk	06/12/2023	Coventry, RI
Christopher Feder-Craney	Apprentice Maintenance Mechanic - Gas	06/13/2023	Franklin, CT
Devin Gleason	Meter Technician II	05/22/2023	Taftville, CT
Amber McEvily	Police Records Clerk	06/05/2023	Colchester, CT
Simone Oliva	Programs Coordinator - Public Outreach	06/05/2023	Norwich, CT
Sarah Sklar	Police Records Clerk	06/05/2023	Yantic, CT
Greg Soucier	Meter Technician I	06/05/2023	Plainfield, CT
Randall Surprenant	Utility Project Engineer IV	06/12/2023	New London, CT

**IV. Correspondence**

Letter from Donald E. Williams

The board discussed the content of Mr. Williams' letter. No action was taken by P&P Board members.

**V. Adjournment**

Motion to adjourn made by Bob Pouch, seconded by Rich Morelli, all in favor. Meeting was adjourned at 5:13pm.

Respectfully submitted,

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Evelyn Lopez, Secretary