

~This was a virtual/remote meeting. ~

**I. Roll Call**

Meeting called to order by Paul Schroder at 4:00 pm.

**A. Members Present**

1. Paul Schroder, Chair (voting member)
2. Shiela Hayes, Vice-Chair (voting member)
3. Chris Golas (voting member)
4. Nate Kannas (voting member)
5. Richard Morelli (alternate – seated as a voting member)

**B. Members Absent**

1. John John (voting member)
2. Rob Dempsky (alternate)

**C. Others Present**

1. Brigid Marks, Director of Human Resources
2. Sandra Pimentel, P&P Secretary
3. Marc Shegoski, UBS (Item IV.A. only)
4. David Sears, UBS (Item IV.A. only)
5. Ashley Martella, UBS (Item IV.A. only)

**II. Minutes**

**A. Minutes of the June 16, 2020 Personnel & Pension Board Meeting.**

Motion to approve the May 19, 2020 meeting minutes made by Shiela Hayes, seconded by Rich Morelli, all in favor.

**III. Old Business**

**A. Discussion on the early retirement incentive NPU is offering to employees and how it will affect the pension fund. The NPU Retirement Incentive Program dated May 26, 2020 was distributed. The actuarial effects of the incentive to be discussed with Milliman at the next meeting they are in attendance. Brigid Marks to inquire Chris LaRose if the incentive is being offered as pensionable earnings.**

Chris Larose replied to Brigid Marks stating the retirement incentive offered is considered non-pensionable earnings.

**IV. New Business**

**A. Investment review with UBS.**

Marc Shegoski, David Sears and Ashley Martella reviewed the market conditions over the past five months due to the COVID-19 pandemic. The market has been up-and-down with it ending positive as of today. They do not view this as a “Wall Street” recession, but as a “Main Street” recession with the greatest impact in the long run on small business, states and municipalities. Their assumption is the economy will return to normalcy mid-2021.

**B. Applications for Retirement:**

1. Michele Lombardi, Animal Control Officer, for a normal retirement effective June 27, 2020.
2. Thomas Courey, Custodian-BOE, for a normal retirement effective July 8, 2020.

3. LeeAnne Myers, Purchasing Associate-NPU, for a normal retirement effective August 5, 2020.
4. Staci Ballaro, Accounting Generalist, for a deferred retirement effective August 15, 2020.
5. Susan Koniecko, Paraeducator-BOE, for a normal retirement effective September 1, 2020.
6. Fawn Walker, Energy Efficiency Programs Coordinator-NPU, for a normal retirement effective August 17, 2020.
7. Cathleen Paradis, Police Records Clerical Coordinator, for an early retirement effective September 2, 2020.
8. Rick Smiley, Light Equipment Operator, for a normal retirement effective September 19, 2020.
9. Stephen Lee, Chief Utility Construction Pipefitter-NPU, for a normal retirement effective January 31, 2021.
10. Beth Desmond, 911 Dispatcher, for a normal retirement effective March 12, 2021.
11. Mark Decker, Water Integrity Manager-NPU, for a normal retirement effective April 10, 2021.

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

- C. Request from Lee-Ann Gomes to rescind her retirement application approved at the February 2020 meeting.

Motion to accept Lee-Ann Gomes' request to rescind her application made by Shiela Hayes, seconded by Nate Kannas, all in favor.

- D. Pension Calculations:

1. William Dewey, retired June 2, 2020. His annual pension is calculated for \$121,214.90. His application was approved at the February 2020 meeting.
2. William Hathaway, retired June 27, 2020. His annual pension is calculated for \$11,053.64. His application was approved at the October 2019 meeting.
3. Michele Lombardi, retired June 27, 2020. Her annual pension is calculated for \$17,810.17. Her application is on the agenda at this meeting for approval.
4. Lynn Depina, retired July 1, 2020. Her annual pension is calculated for \$41,826.88. Her application was approved at the May 2020 meeting.
5. Randy Black, who retired July 7, 2020. His annual pension is calculated for \$24,893.04. His application was approved at the November 2019 meeting.

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

- E. Applications for refund/rollover of pension contributions:

1. Melissa Bergeron, Paraeducator-BOE, who terminated effective January 16, 2020. Refund of \$3,295.48 including interest.
2. Stephanie Castillo, Paraeducator-BOE, who terminated effective July 10, 2020. Refund of \$65.34 including interest.
3. Joseph Delgado, Field Services Technician-NPU, who terminated June 19, 2020. Refund of \$36,089.05 including interest.
4. Suzanne Gulotta, Paraeducator-BOE, who terminated effective July 10, 2020. Refund of \$65.02 including interest.
5. Jessica Goulart, Nurse/LPN-BOE, who terminated effective July 10, 2020. Refund of \$309.27 including interest.

6. Stacy Harvey, Nurse/RN-BOE, who terminated effective June 30, 2020. Refund of \$814.95 including interest.
  7. Carolyn Impellitteri, Accounting Generalist, who terminated effective July 24, 2020. Refund of \$21,710.56 including interest.
  8. Suzanne Michaud, Payroll Secretary-BOE, who terminated January 30, 2020. Refund of \$19,925.78 including interest.
  9. Jonathan Perry, Computer Repair Tech-BOE, who terminated May 15, 2020. Refund of \$16,596.63 including interest.
  10. Sarah Princiotta, Paraeducator-BOE, who terminated effective July 10, 2020. Refund of \$67.24 including interest.
  11. Krystal Rankin, Paraeducator-BOE, who terminated effective July 10, 2020. Refund of \$481.25 including interest.
  12. Kyle Shanaberger, Custodian-BOE, who terminated effective June 12, 2020. Refund of \$12,723.27 including interest.
  13. Scott Tedford, Custodian-BOE, who terminated effective May 25, 2020. Refund of \$40,131.45 including interest.
  14. Carrien Williams, Paraeducator-BOE, who terminated effective July 10, 2020. Refund of \$480.79 including interest.
- Motion to accept the refund/rollover calculations made by Shiela Hayes, seconded by Nate Kannas, all in favor.

F. Notification of Death:

1. Lorene Flynn-Lenington, DOD July 29, 2020, DRO recipient of James Serwinski who retired from NPU on February 16, 2017. No further benefit due.
  2. Joseph Malespini, DOD August 5, 2020, surviving spouse of Anna who retired from BOE on December 12, 1990. No further benefit due.
- Motion to acknowledge the notifications of death made by Shiela Hayes, seconded by Rich Morelli, all in favor.

G. Request from Patrick McLaughlin to extend the Streets and Parks Foreman eligibility list for six months.

Motion to approve the request to extend the Streets and Parks Foreman eligibility list for six months made by Shiela Hayes, seconded by Nate Kannas, all in favor.

H. Milliman invoice for Employee Benefits Statements with the Fee Schedule from their RFP.

Motion to acknowledge the payment of Milliman's invoice for the employee benefit statements per the RFP fee schedule made by Paul Schroder, seconded by Rich Morelli, all in favor.

I. New Employees:

Motion to acknowledge the new employees made by Shiela Hayes, seconded by Nate Kannas, all in favor.

NAME	POSITION	DATE OF HIRE	CITY/STATE
Lisa Lapkowski	Accounting Generalist	07/13/2020	Waterford CT
John Covey	Information Technology Manager-NPU	08/03/2020	Plainfield CT
Lindsay Potter	Assessment Technician Clerk	08/10/2020	Groton CT

- J. 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 Nate Kannas, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST /EVAL RECEIVED
Jimmy Haring	Recreation Facility Maintainer I	01/06/2020	n/a	07/05/2020	07/06/2020
Katherine Harakaly	Janitor	07/11/2019	n/a	07/10/2020	06/25/2020
Caleb Gulovsen	Laborer	07/15/2019	n/a	07/14/2020	07/01/2020

Paul Schroder made a motion to **add under suspension of rules** discussion of the board appointee to the Volunteer Firefighter Relief Fund Committee, seconded by Shiela Hayes, all in favor.

- K. The Board discussed appointing a new representative from the P&P Board to the VFF Relief Fund Committee due to the fact that the current appointee has not attended a P&P Board meeting since January. P&P Board member Nate Kannas expressed an interest.

Motion to remove the current appointee from the P&P Board to the VFF Relief Fund Committee, effective immediately, made by Paul Schroder, seconded by Sheila Hayes. Paul Schroder, Shiela Hayes, Chris Golas and Rick Morelli voted in favor. Nate Kannas abstained.

Motion to appoint Nate Kannas as the representative from the Board to the VFF Relief Fund Committee made by Chris Golas, seconded by Sheila Hayes. Paul Schroder, Shiela Hayes, Chris Golas and Rick Morelli voted in favor. Nate Kannas abstained.

Motion to send letters to John John and the VFF Relief Fund Committee to advise them of the change made by Paul Schroder, seconded by Shiela Hayes, all in favor.

IV. **Correspondence**  
 None

V. **Adjournment**

Motion to adjourn made by Shiela Hayes, seconded by Rich Morelli, all in favor. Meeting was adjourned at 4:52 pm.

Respectfully submitted,

  
 Sandra Pimentel, Secretary