

**I. Roll Call**

Meeting called to order by Paul Schroder at 6:01 pm.

**A. Members Present**

1. Paul Schroder, Chair (voting member)
2. Scott Suplita, Vice Chair (voting member)
3. Shiela Hayes (voting member)
4. Chris Golas (voting member)
5. John John (voting member - left after Item III.A.)
6. Richard Morelli (alternate - voting member after Item III.A.)
7. Rob Dempsy (alternate)

**B. Members Absent**

1. Andre Rosedale (alternate)

**C. Others Present**

1. Brigid Marks, Director of Human Resources
2. Michael Gualtieri, City Treasurer
3. Sandra Pimentel, P&P Board Secretary
4. Marc Shegoski, UBS
5. David Sears, UBS

**II. Minutes**

**A. Minutes of the July 16, 2019 Personnel & Pension Board Meeting.**

Motion to approve the July 16, 2019 meeting minutes made by John John, seconded by Shiela Hayes, all in favor.

**III. New Business**

**A. Reappointment of Richard Morelli for a term to expire on March 1, 2021.**

The board acknowledged the re-appointment of Rich Morelli.

**B. 2019 second quarter review with UBS.**

Marc Shegoski and David Sears presented the UBS House View: Labor markets are solid, inflation remains contained and the central are easing up. Valuations are still attractive but global growth is slowing and the US-trade conflict is increasing uncertainty. UBS calls for a continued expansion and an enduring bull market. The economy appears to be balanced enough to avoid recession

The portfolios were reviewed by David Sears: The pension fund asset allocation on August 31, 2019 was 63.4% equity, 36.6% fixed income. It increased from \$177,097.976 as of March 31, 2019 to \$182,786.022 as of August 31, 2019. The OPEB fund asset allocation on March 31, 2019 was 67.7% equity, 32.3% fixed income. The OPEB fund increased from \$19,357,958 as of March 31, 2019 to \$20,606,010 as of August 31, 2019.

During the recent change from the old management system to the new platform at UBS, Marc Shegoski reported extra fees were taken. This was discovered during the normal audit process at UBS. The overcharges affected the fees for OPEB equity accounts only.

As reported, the error occurred during the manual entry process during the platform change. During the normal course of business it automatically reset to the correct amount. All fees were listed on the statements sent to the City by UBS.

Because the error affected fiscal year 2018 and Josh Pothier will be working with Blum Shapiro to correct the reporting. The amount to be credited is approximately \$189,000, including 5% interest per DOL rules and will be credited on September 30, 2019. In the future, the UBS team will be monitoring the fees independently.

C. Applications for Retirement:

1. Paul Erickson, Senior Center Lead Van Driver, for a normal retirement effective August 3, 2019.

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

D. Pension Calculations:

1. Edward McDougal, retired July 13, 2019. His annual pension is calculated for \$16,915.44. His application was approved at the June 2019 meeting.
2. Edward Shea, retired July 20, 2019. His annual pension is calculated for \$50,553.38. His application was approved at the June 2019 meeting.
3. Paul Erickson, retired August 3, 2019. His annual pension is calculated for \$10,917.80. His application is on the agenda at this meeting.

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

D. Application for refund/rollover of pension contributions:

1. Ammie Blais, Paraeducator-BOE, who resigned effective June 13, 2019. Refund of \$8,251.23 including interest.
2. Wilma Cotto, Paraeducator-BOE, who withdrew effective August 22, 2019. Refund of \$5,069.94 including interest.
3. Alejandra Peralta, Paraeducator-BOE, who resigned effective August 24, 2018. Refund of \$2,663.10 including interest.

Motion to approve the refund applications made by Shiela Hayes, seconded by Scott Suplita, all in favor.

E. Notification of Death:

1. Thomas Lukoski, DOD July 9, 2019, who retired from NPU on December 3, 1998. Survivor benefit payable to his spouse, Solange Lukoski, in the amount of \$24,712.36. Motion to acknowledge the notification of death and approve the survivor benefits made by Shiela Hayes, seconded by Chris Golas, all in favor.
2. Sonia Tedesco, DOD July 16, 2019, who retired from the BOE on March 28, 1986. No further benefit due. Motion to acknowledge the notification of death made by Shiela Hayes, seconded by Chris Golas, all in favor.
3. Robert Civardi, DOD July 18, 2019, who retired from Public Works on December 18, 1984. Survivor benefit paid to his spouse, Roberta Civardi, in the amount of \$9,211.16. Motion to acknowledge the notification of death and approve the survivor benefits made by Shiela Hayes, seconded by Chris Golas, all in favor.
4. Thaddeus Sullivan, DOD July 31, 2019, who retired from Public Works on May 16, 1995. No further benefit due. Motion to acknowledge the notification of death made by Scott Suplita, seconded by Chris Golas, all in favor.

F. Review of 2018 service-connected disability outside earnings.

All calendar year 2018 outside earnings information have been received with the exception of Donald Cilley, Jr's information.

Motion to continue the suspension of Donald Cilley's service-connected disability benefit made by Shiela Hayes, seconded by Chris Golas, all in favor.

G. Request from Fire Chief Tracy Montoya to extend the Lieutenant eligibility list for six months. The current list expires on October 4, 2019.

Motion to extend the Fire Lieutenant eligibility list for six months made by Paul Schroder, seconded by Shiela Hayes, all in favor.

H. New Employees:

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

NAME	POSITION	DATE OF HIRE	CITY/STATE
Caleb Gulovsen	Laborer	7/15/2019	Salem CT
Robert Martin	Laborer	7/15/2019	Plainfield CT
Joseph Wasilewski	LAN Technician/User Support	8/12/2019	Norwich CT
Zachary Topping	Firefighter	8/19/2019	Canterbury CT

I. 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 Chris Golas, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST /EVAL RECEIVED
Luis Barragan	Custodian-BOE	12/4/2018	n/a	6/4/2019	6/6/2019
Daniel Daniska	Assistant Planner	2/4/2019	n/a	8/3/2019	7/29/2019
Sean Labbe	911 Emergency Dispatcher	6/18/2018	n/a	8/16/2019	8/16/2019
Shelby Watson-Reynolds	Administrative Assistant-BOE	5/20/2019	n/a	8/17/2019	8/19/2019
Katherine Milde	Program Coordinator-YFS	2/19/2019	n/a	8/18/2019	8/9/2019
Rayallen Bergman	Partnership for Success Coordinator -YFS	3/6/2019	n/a	9/5/2019	9/4/2019

IV. Correspondence

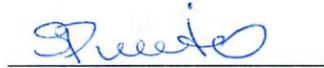
Letter from Donald Cilley Jr.

Motion to accept the correspondence made by Shiela Hayes, seconded by Scott Suplita, all in favor.

**V. Adjournment**

Motion to adjourn made by Shiela Hayes, seconded by Chris Golas, all in favor.  
Meeting was adjourned at 7:10 pm.

Respectfully submitted,



Sandra Pimentel, Secretary