I. Roll Call
Meeting called to order by Paul Schroder at 6:00 pm.
A. Members Present
1. Paul Schroder, Chair (voting member)
2. Scott Suplita, Vice Chair (voting member)
3. Chris Golas (voting member)
4. Shiela Hayes (voting member)
5. John John (voting member)
6. Richard Morelli (alternate)
B. Members Absent
1. Andre Rosedale (alternate)
2. Rob Dempsky (alternate)
C. Others Present
1. Brigid Marks, Director of Human Resources
2. Michael Gualtieri, City Treasurer
3. Sandra Pimentel, P&P Board Secretary

II. Minutes
A. Minutes of the November 19, 2019 Personnel & Pension Board Meeting.
   Motion to approve the November 19, 2019 meeting minutes, as amended, made by Paul
   Schroder, seconded by John John, all in favor.

III. Old Business
A. UBS settlement agreement for excess OPEB management fees.
   Hooker & Holcombe was awarded the Investment Fee Review for the audit of the Pension
   and OPEB funds at the November 2019 meeting.
   Josh Pothier submitted the status of the review. In early December, Art Meizner of Hooker
   & Holcombe contacted all entities that have provided services to the Pension and OPEB
   funds to request detailed information for the period July 1, 2014 to December 31, 2019.
   They are on schedule to deliver the completed report to the Board at the February 2020
   meeting.

IV. New Business
A. 2020 interest rate for employee contributions.
   Josh Pothier submitted the calculation of the 2020 interest rate. The average from the last
   five calendar years of the Average Yield on 10-Year Treasury Bonds is 2.272%. This was
   confirmed by Mike Gualtieri.
   Motion to adopt the 2020 interest calculation for employee contributions made by Paul
   Schroder, seconded by Shiela Hayes, all in favor.
B. 2018-2019 pension and OPEB plan comparisons.
   Josh Pothier submitted the comparisons of the City of Norwich Pension and OPEB plans
   for fiscal year 2018-2019. He noted both the Pension and OPEB Plans did well relative
   to its peers and while the Pension Funded Ratio is low, the OPEB Funded Ratio is very
   favorable compared to the other towns.
Mike Gualtieri submitted a real-time balances of the investment accounts. The combined balance is $219,400,556.14.

Motion to add to the Pension and OPEB Plan Comparison to the February 2020 meeting agenda for discussion with UBS and accept the UBS investment made by Paul Schroder, seconded by Shiela Hayes, all in favor.

C. Status of actuarial valuations from Milliman.

Josh Pothier submitted the status of the actuarial valuations. Milliman is currently conducting a final review of the pension valuation. Milliman requires some additional information from the City and the BOE before the OPEB valuation can be completed. Both are on track to be completed before the February 2020 meeting.

Motion to accept the status submitted by Josh Pothier made by Paul Schroder, seconded by Chris Golas, all in favor.

D. Applications for Retirement:
1. Cher Golas, Food Service Secretary-BOE, for a deferred retirement effective February 14, 2018.

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

E. Pension Calculations:
1. Cher Golas, retired February 14, 2018. Her annual pension is calculated for $7,386.25 deferred to December 26, 2029. Her application is on the agenda at this meeting.
2. Robert Paradis, retired November 19, 2019. His annual pension is calculated for $27,306.16. His application is on the agenda at this meeting.
3. Deborah Jakubielski, retired November 19, 2019. Her annual pension is calculated for $20,423.92. Her application was approved at the November 2019 meeting.
4. Donna Colonni, retired December 21, 2019. Her annual pension is calculated for $11,420.55. Her application was approved at the November 2019 meeting.

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

D. Application for refund/rollover of pension contributions:
1. Michael Joyce, IT-Network Support-NPU, who resigned effective October 30, 2019. Refund of $8,638.56 including interest.
2. Cristel Hodge, Paraeducator-BOE, who resigned effective November 1, 2019. Refund of $7,069.95 including interest.

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

E. Notification of Death:
1. Nancy Bender, DOD November 15, 2019, who retired from the BOE on August 29, 2013. Survivor benefit to be paid to her spouse, William Bender Jr, in the amount of $6,521.30.
Motion to acknowledge the notification of death and approve the survivor benefit made by Shiela Hayes, seconded by John John, all in favor.


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

F. New Employees:
Motion to acknowledge the new employees made by John John, seconded by Shiela Hayes, all in favor.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>DATE OF HIRE</th>
<th>CITY/STATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kendra LaTorraca</td>
<td>Accounting Clerk-PW</td>
<td>12/9/2019</td>
<td>Bozrah CT</td>
</tr>
<tr>
<td>Scott Hammer</td>
<td>Police Officer</td>
<td>12/13/2019</td>
<td>Oakdale CT</td>
</tr>
<tr>
<td>Kyle Blake</td>
<td>Laborer</td>
<td>12/16/19</td>
<td>Norwich CT</td>
</tr>
<tr>
<td>Joshua Davis</td>
<td>Laborer</td>
<td>1/6/2020</td>
<td>Pawcatuck CT</td>
</tr>
<tr>
<td>Jasmine Shank</td>
<td>CAR 1</td>
<td>1/6/2020</td>
<td>Norwich CT</td>
</tr>
<tr>
<td>Jimmy Haring</td>
<td>Recreation Facility Maintainer I</td>
<td>1/6/2020</td>
<td>Uncasville CT</td>
</tr>
<tr>
<td>Gary Gross</td>
<td>Police Officer</td>
<td>1/8/2020</td>
<td>E Hampton CT</td>
</tr>
<tr>
<td>Sarabeth Hanyckyj</td>
<td>Police Officer</td>
<td>1/8/2020</td>
<td>Niantic CT</td>
</tr>
</tbody>
</table>

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 Scott Suplita, seconded by Shiela Hayes, all in favor.

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>DATE OF HIRE</th>
<th>ACADAMY GRADUATION DATE</th>
<th>LAST DAY ON PROBATION</th>
<th>REQUEST/EVAL RECEIVED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karen Rankowitz</td>
<td>Paraeducator-BOE</td>
<td>05/09/2019</td>
<td>n/a</td>
<td>11/25/2019</td>
<td>12/18/2019</td>
</tr>
<tr>
<td>Nicole Doyle</td>
<td>Accounting Clerk-PW</td>
<td>07/01/2019</td>
<td>n/a</td>
<td>12/31/2019</td>
<td>01/02/2020</td>
</tr>
<tr>
<td>Brian Long</td>
<td>City Engineer</td>
<td>7/11/2019</td>
<td>n/a</td>
<td>1/11/2020</td>
<td>01/13/2020</td>
</tr>
<tr>
<td>Justine Navan</td>
<td>Administrative Assistant-BOE</td>
<td>08/15/2019</td>
<td>n/a</td>
<td>11/12/2019</td>
<td>12/02/2019</td>
</tr>
<tr>
<td>Ammie Blais</td>
<td>Paraeducator-BOE</td>
<td>08/26/2019</td>
<td>n/a</td>
<td>12/12/2019</td>
<td>09/19/2019</td>
</tr>
<tr>
<td>Natalie Rashleigh</td>
<td>Administrative Assistant-BOE</td>
<td>9/03/2019</td>
<td>n/a</td>
<td>12/03/2019</td>
<td>12/12/2019</td>
</tr>
</tbody>
</table>

John John made a motion to add under suspension of rules a discussion concerning Ordinance 1712, seconded by Shiela Hayes, all in favor.

H. Ordinance 1712 was brought forth in 2015 to address the issue of participation in the pension plan while receiving benefits. It was recently brought to the Board’s attention a City retiree receiving a pension was currently employed by the BOE,
but has waived participation in the plan. The Board questioned whether this situation is subject to suspension of benefits per Ordinance 1712. Motion to request an opinion from Mike Driscoll concerning applicability of Ordinance 1712 to a retiree who is receiving benefits and has waived his right to participate made by Paul Schroder, seconded by Shiela Hayes. Paul Schroder, Scott Suplita, Shiela Hayes and Chris Golas in favor; John John abstained.

IV. Correspondence
None

V. Adjournment
Motion to adjourn made by John John, seconded by Shiela Hayes, all in favor. Meeting was adjourned at 6:43 pm.

Respectfully submitted,

Sandra Pimentel, Secretary