

**I. Roll Call**

**II. Minutes**

- 1) Minutes of the 3/17/2009 Regular Personnel & Pension Board Meeting.

**III. New Business**

- A. Invoices from Hooker & Holcombe, Inc. for :
  - 1) Completion of the 1/1/07 valuation of the City's OPEB plan and preparation of the 6/30/08 GASB 43.45 accounting report.
  - 2) Actuarial services for the period of 6/1/08 – 2/28/09.
- B. Notification of a survivor pension for Sophie LaBrie, spouse of retiree Felix LaBrie, who died on 3/29/09, in the amount of \$3,235.80 annually.
- C. Application from Joy Hinchey, Board of Education, for a refund of pension contributions and interest in the amount of \$2,145.17. Ms. Hinchey was accepted into the Retirement Fund effective 2/10/2008, but did not buy back her probation time. Deductions began on 5/11/08. Ms. Hinchey resigned on 2/6/2009.
- D. Application from Charles Glinski, Assessor, for a regular/normal General City Retirement, effective 5/30/09.
- E. Application from Thomas Dawkins, Director of Human Resources, for a deferred General City Retirement with immediate benefits, effective 5/30/09.
- F. Application from James Deveny, Police Sergeant, for a regular/normal Police Retirement, effective 4/11/09. Mr. Deveny is also forwarding a letter to the Board regarding his recently denied probationary period buyback.
- G. Application from Kathleen Lawson, Special Education Paraprofessional, Board of Ed., for a regular General City Retirement, effective 4/1/2009.
- H. Request from Peter Schultheis, Youth & Family Services Director to purchase his prior service and probationary time. Mr. Schultheis worked for the City as an independent contractor in 1980 and was hired by the City as the Clinical Director for the Youth Service Bureau on 11/23/87. Mr. Schultheis previously requested to purchase his prior service and probationary time; the Board approved a request on 5/24/90 to purchase the period of 11/23/87 – 4/15/90 (payroll deductions began on 4/16/90). Mr. Schultheis was given a cost estimate of the purchase, but did not return the form. Notes from Vivian LaPointe, former Retirement Plan Administrator, show that Mr. Schultheis chose to bring the sheet to his accountant, and that Mr. Schultheis understood that he had 1 year from 5/24/90 to let her know if buying the time or not, and 2 years from 5/24/90 to complete the purchase. To date he has not returned the form requesting the purchase.
- I. Medical bills for payment - no business under this item.
- J. Employees to be admitted into the City of Norwich Employees' Retirement Fund:

See next page for attached schedule.

NAME	POSITION	DATE OF HIRE	ACAD. GRAD. DATE	PROB. PERIOD UP ON:	EVAL./REQUEST FORM RECEIVED BACK ON:
Kyle Besse	Police Officer	10/15/2007	4/2/2008	4/2/2009	4/3/2009
Thomas Lazzaro	Police Officer	10/15/2007	4/2/2008	4/2/2009	4/3/2009
Bradley Fournier	Police Officer	10/15/2007	4/2/2008	4/2/2009	4/3/2009
Cornelius Carmody	Police Officer	10/15/2007	4/2/2008	4/2/2009	4/3/2009
Sharyn Mish	Police Records Computer Operator	10/6/2008	N/A	4/6/2009	4/3/2009
Donna Colonna	Adult Education Secretary, Board of Ed.	8/18/2008	N/A	11/18/2008	4/3/2009
Ryan Southworth	Firefighter	2/4/2008	N/A	2/4/2009	4/8/2009
Andrew Thomasson	Firefighter	2/4/2008	N/A	2/4/2009	4/8/2009
Kyle Seitz	Firefighter	2/4/2008	N/A	2/4/2009	4/8/2009
Nicholas Mathieu	Firefighter	2/4/2008	N/A	2/4/2009	4/8/2009

- K. New employees: None at this time.
- L. **Added under suspension of the rules:** A discussion regarding underfunding the City Retirement Fund in order to offset possible layoffs.

#### IV. Old Business

- A. Pension calculation for David Plante, who retired on 3/4/09 from NPU - annual amount = \$50,387.73. Mr. Plante's retirement was approved at the 3/17/09 meeting.
- B. Pension calculation for Paul Tetreault Sr., who retired on 3/18/09 from the Fire Department - annual amount = \$51,393.17. Mr. Tetreault's retirement was approved at the 3/17/09 meeting.
- C. Pension calculation for Joseph Stahlinski, who retired on 4/4/09 from NPU - annual amount = \$50,992.54. Mrs. Stahlinski's retirement was approved at the 3/17/09 meeting.
- D. Status update on Steven Palmer's retirement and Workers' Compensation payments - tabled from the 2/17/09 meeting.
- E. Legal opinion from Michael Driscoll, Corporation Counsel, regarding the terms for appointed and elected Personnel & Pension Board members.
- F. **Added under suspension of the rules:** a discussion of the OPEB RFP responses and possible meeting dates for presentations by the responding firms.

#### V. Adjournment