

**I. Roll Call**

**II. Minutes**

1. Minutes of the 11/17/09 Regular Personnel & Pension Board Meeting. No minutes for the 12/15/09 meeting, as it was cancelled.

**III. Old Business**

- A. Application from Dennis Brennan, Utility Construction Pipefitter Apprentice (NPU), for a service-connected disability Gen. City retirement effective 10/7/2009 – tabled from the 11/17/09 meeting.
- B. Status update on the legal opinion from the Corporation Counsel regarding the terms for appointed and elected Personnel & Pension Board members.
- C. Pension calculation for Janine Saunders, who retired on 10/31/09 from NPU – annual amount = \$27,243.62. Ms. Saunders' deferred retirement was approved at the 11/17/09 meeting and will become payable on 5/6/2023.
- D. Pension calculation for Richard Gaudette, who retired on 12/5/09 from the Board of Education – annual amount = \$7,967.33. Mr. Gaudette's retirement was approved at the 11/17/09 meeting.

**IV. New Business**

- A. Discussion and possible vote on naming Comerica Bank as corporate trustee of OPEB Trust.
- B. Invoices from Hooker & Holcombe, Inc. for the following:
  1. Preparation of the GASB 43/45 accounting report for the FY ending 6/30/2009.
  2. Actuarial services for 3/1/09 – 12/31/09 including the completion of the 1/1/09 actuarial plan valuation, the GASB 25/27 accounting report for the FY ending 6/30/09, the preparation of the participant benefit statements and reports, and various QDRO calculations.
- C. Application from Susan Fowler, Division Manager (NPU), for a normal Gen. City retirement effective 1/5/2010.
- D. Application from Linda Sywak, Paraeducator (Bd. of Ed.), for a deferred Gen. City retirement effective 12/12/09; payable on 8/28/2013.
- E. Application from Louise Meade for a refund of contributions and interest in the amount of \$16,583.71. Ms. Meade resigned from the City Manager's office effective 11/10/2009.
- F. Letter from Timothy Menard, Police Captain, regarding the possible purchase of prior service time as a Relief Police Officer.
- G. Discussion of the possible addition of Social Security Disability verification to the application form for disability retirements.
- H. Discussion on re-employment issues.
- I. New employees:
  1. Nicholas Watson, Janitor, Public Works Dept. – DOH 12/7/09.
  2. Joshua Gillette, Information Tech. Specialist (NPU) – DOH 1/4/10.
- J. Employee(s) to be admitted into the City of Norwich Employees' Retirement Fund:

(See Next Page for chart)

J. Continued:

<b>NAME</b>	<b>POSITION</b>	<b>DATE OF HIRE</b>	<b>ACAD. GRAD. DATE</b>	<b>PROB. PERIOD UP ON:</b>	<b>EVAL./REQUEST FORM RECEIVED BACK ON:</b>
Emily Hakkinen	Paraeducator (Bd. of Ed.)	8/24/2008	N/A	1/17/2009	2/2009
Paula Furber	Paraeducator (Bd. of Ed.)	8/25/2008	N/A	1/17/2009	2/2009
Amber Longolucco	School Secretary (Bd. of Ed.)	8/21/2009	N/A	11/17/2009	11/30/2009
Cher Golas	School Lunch Secretary (Bd. of Ed.)	8/21/2009	N/A	11/17/2009	11/30/2009
Donna Ralston	Assessor	7/13/2009	N/A	1/13/2010	12/4/2009
Patricia Osten	Accounting Generalist	6/15/2009	N/A	12/15/2009	12/17/2009

**K. Added under suspension of the rules: Resignation letter from Board member Joanne Philbrick.**

**V. Adjournment**