

Personnel & Pension Board Draft Minutes
December 20, 2011 Combined Regular/Investment Meeting
Room 319, 3rd floor, 6:00 P.M., City Hall Building
Norwich, Connecticut, 06360

I. Roll Call

Meeting called to order by Chairman Jerald Navick at 6:00 PM.

A. Members Present

1. Jerald Navick (voting member)
2. Scott Suplita (voting member)
3. Richard Benoit, Alternate
4. Peter Barber, (voting member)
5. Joanne Philbrick (voting member)
6. Sarah Kannas (voting member)
7. Paul Schroder
8. John John, Alternate

B. Members Absent

1. James Tetreault (alternate)

C. Others Present

1. Brigid Marks, Human Resources Director, City of Norwich
2. Teena Santerre, Acting P&P Board Secretary
3. Brian Curtin, City Treasurer

II. Minutes

- A. Minutes of the 10/24/2011 Special Meeting of the Personnel & Pension Board. Motion to accept the minutes from the 10/24/11 meeting made by Joanne Philbrick; seconded by Sarah Kannas, all in favor.

III. Old Business

- A. Status update on the legal opinion from the Corporation Counsel regarding the rehiring of City retirees into positions which require participation in the same Retirement Plan.
- B. Request for a prior service buyback from Sherry Filiatreault (Children First Network Coordinator) for the period of 10/16/2000 - 10/23/2008 - tabled until Retirement Plan Administrator replaced.
- C. Request for a prior service buyback from Lisa Diaz (Young Parents Program Sr. Care Manager) for the period of December 1996 – June 2007- tabled until Retirement Plan Administrator replaced. In final stages of appointment.

IV. New Business

- A. Quarterly review of the OPEB Fund and the Retirement Fund with Marc Shegoski and Ashley Martella of UBS. A motion was made by Peter Barber to make the recommended changes by UBS to replace the Dimensional International Value portfolio to the Tradewinds International Value and the Neuberger Berman International Core Equity and to lower the target on the Westwood Large Cap Value and to raise the target on the Ashfield Large Cap Domestic Growth; seconded by Joanne Philbrick, all in favor.
- B. Pension calculation for Mark Lounsbury, who retired 10/14/11. Mr. Lounsbury's pension is calculated for an annual amount of \$34,151.64. Mr. Lounsbury's application for retirement was approved at the 10/24/11 meeting.
- C. Pension calculation for Stephany Bakoulis, who retired 11/12/11. Mr. Bakoulis' pension is calculated for an annual amount of \$67,101.78. Mr. Bakoulis' application for retirement was approved at the 10/24/11 meeting.
- D. Pension calculation for Francis (Frank) Davis, who retired 11/02/11. Mr. Davis' pension is calculated for an annual amount of \$42,650.43. Mr. Davis' application for retirement was approved at the 10/24/11 meeting.
- E. Pension calculation for Sandra Greenhalgh, who retired 10/12/11. Ms. Greenhalgh's pension is calculated for an annual amount of \$36,847.02. Ms. Greenhalgh's application for retirement was approved at the 10/24/11 meeting. A motion was made by Sarah Kannas to lump together items B-E and accept, seconded by Scott Suplita, all in favor.

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- F. Application from Diana Cormier, Assistant to the Business Manager - BOE, for a deferred general city retirement. Ms. Cormier's last day of employment was 7/2/08. The deferred retirement is payable beginning 07/07/2024 for an annual amount of \$10,468.81.
- G. Application from Annette Dubicki, Paraeducator - BOE, for a normal general city retirement effective 01/02/12.
- H. Application from Richard Snurkowski, Custodian - BOE, for a normal general city retirement effective 11/16/11.
- I. Application from Theresa Chmelecki, Accounting Clerk-NPU, for a normal general city retirement effective 01/18/12.
- J. Application from Gary Bohara, Field Serviceman-NPU, for a normal general city retirement effective 01/07/12.
- K. Application from John Flaherty, Janitor, for a deferred general city retirement. Mr. Flaherty's last day of employment will be 01/05/12. The deferred retirement is payable beginning 03/05/15.
- L. Application from Douglas Gardner, Utility Meter Reader-NPU, for a normal general city retirement effective 01/07/12. A motion was made by Peter Barber to lump together items F-L and accept, seconded by Sarah Kannas, all in favor.
- M. Request for a refund of pension contributions plus interest from Helen Peterson, Paraeducator-BOE, who resigned effective 10/01/11, in the amount of \$5,975.73.
- N. Request for a refund of pension contributions plus interest from Derrie Ann Cordeiro, Paraeducator-BOE, who resigned effective 09/09/11, in the amount of \$15,923.97. A motion was made to lump together items M-N and accept by Sarah Kannas, seconded by Joanne Philbrick, all in favor.
- O. Employee(s) to be admitted into the City of Norwich Employees' Retirement Fund. – Motion made to accept by Joanne Philbrick, seconded by Sarah Kannas, all in favor.

NAME	POSITION	DATE OF HIRE	PROBATION PERIOD UP ON
Scott Tedford	Custodian-BOE	04/25/11	10/26/11
William Krukoff	Firefighter	08/27/10	08/27/11
Christopher Paige	Firefighter	08/27/10	08/27/11
Brian Fee	Firefighter	08/27/10	08/27/11

P. Eligibility List Extension

- a. 911 Emergency Dispatcher – Motion made to accept and extend list one year by Joanne Philbrick, seconded by Peter Barber, all in favor.
- b. Utility Construction Pipefitter Apprentice – List had expired. A motion was made that in light of unforeseen circumstances; an exception will be made to extend the list one year past its expiration date made by Joanne Philbrick, seconded by Peter Barber, all in favor.
- c. Apprentice Lineworker – Motion made to accept and extend list one year by Joanne Philbrick, seconded by Peter Barber, all in favor.

V. Correspondence

Letter from Mark Dean. A motion was made by Peter Barber to table how long Mr. Dean had to purchase prior service until the board got a legal opinion, seconded by Joanne Philbrick, all in favor.

VI. Adjournment

Motion to adjourn made by Joanne Philbrick; seconded by Peter Barber, all in favor. Meeting adjourned at 8:00 pm.

Respectfully submitted,


 Teena Santerre, Acting Secretary