

~This is a virtual/remote meeting~
~Please call to attend by phone 860-215-8140. Meeting ID 4038191. ~

I. Roll Call

Meeting called to order by Paul Schroder at 5:00pm

A. Members Present

1. Paul Schroder, Chair (voting member)
2. Shiela Hayes, Vice-Chair (voting member)
3. Mike Dziavit (voting member)
4. Rich Morelli (voting member)
5. Bob Pouch (alternate)
6. Francis Gavigan (alternate)

B. Members Absent

1. Chris Golas (voting member)

C. Others Present

1. Brigid Marks, Director of Human Resources
2. Evelyn Lopez, P&P Secretary
3. Michael Gualtieri, City Treasurer
4. Ashley Martella, UBS
5. Marc Shegoski, UBS
6. David Sears, UBS
7. Joshua Pothier, Comptroller
8. Chuck Norris, Lawyer

II. Minutes

A. Minutes of the November 16, 2021 Personnel & Pension Board Meeting.

Motion to approve the November 16, 2021 minutes made by Rich Morelli, seconded by Shiela Hayes, all in favor.

III. Old Business

A. Board of Education (Food Service) employee eligibility

1. Brigid Marks, HR Director to report findings of research to P&P board members.

Tabled from the November 16, 2021 meeting

Motion to table to the February 15, 2022 meeting made by Paul Schroder, seconded by Rich Morelli, all in favor.

B. Domestic Relations Order (DRO) process

1. P&P Board members to discuss options.

Motion to table to the February 15, 2022 meeting made by Paul Schroder, seconded by Rich Morelli, all in favor.

IV. New Business

A. Update from Marc Shegoski (UBS) on method of investing for POB proceeds.

Ashley Martella gave a brief overview on the methods of investing the POB proceeds over a period of 18-36 months. Provided estimates of contributions and target monthly investments.

B. Update from Comptroller on POB Process.

Joshua Pothier, Comptroller provided an update on POB professional services costs. As of November 2021, the actual amount billed for professional services was \$ 121,086.57. His report also provided an estimate of an additional \$622,600.00 on professional services to complete the State of Connecticut review process. Josh also gave an overview of the POB process going forward with a target date for completion of February 2022.

C. Application for retirement:

1. Delmar A. Carter Jr., Police Detective, for a normal retirement effective January 8, 2022.
2. Khanh Eckholm, Cafeteria Manager – BOE, for a deferred retirement effective October 13, 2021, payable June 20, 2024.
3. Loren Waggoner, Facilities Supervisor, for a normal retirement effective January 5, 2022.
4. Nancy I. Watrous, Paraeducator – BOE, for deferred retirement effective August 28, 2021, payable October 9, 2023.
5. Keith Wucik, Battalion Chief, for a normal retirement effective January 4, 2022.
Motion to approve retirement applications made by Shiela Hayes, seconded by Rich Morelli, all in favor
6. Susan Vickstrom, Secretary – BOE, for a deferred retirement effective July 3, 2021, payable immediately.
Motion to update payable date to November 30, 2021 made Paul Schroder, seconded by Shiela Hayes, all in favor.

D. Pension Calculations:

1. Khanh Eckholm, Cafeteria Manager – BOE, retired October 13, 2021. Her annual pension calculation is \$ 4,541.93, payable June 20, 2024. Her application is on the agenda at this meeting.
2. Susan Vickstrom, Secretary – BOE, retired July 3, 2021. Her annual pension calculation is \$ 6,728.79, payable immediately. Her application is on the agenda at this meeting.
3. Nancy Watrous, Paraeducator – BOE, retired August 28, 2021. Her annual pension calculation is \$ 14,014.85, payable October 09, 2023. Her application is on the agenda at this meeting.
4. Josip Peperni, Police Lieutenant, for a non-service connected disability, retired November 15, 2021. His annual pension calculation is \$ 77,068.33, payable immediately. His application was accepted on the November 16, 2021.
Motion to approve pension calculations made by Shiela Hayes, seconded by Rich Morelli, all in favor.

E. Application for refund/rollover of pension contributions:

1. Charungrat Aiemsomang, Food Service - BOE, who terminated effective October 08, 2021. Refund of \$1,526.41 including interest.
2. Kristin Bill, Paraeducator – BOE, who opted out effective November 19, 2021. Refund of \$ 5,201.56 including interest.
3. Jessica Chappelle, Nurse – BOE, who terminated effective August 31, 2021. Refund of \$ 1,908.64 including interest.
4. Christina Costa, SLP Assistant – BOE, who terminated effective August 02, 2021. Refund of \$ 3,895.93 including interest.
5. Tammy Kline, Paraeducator – BOE, who terminated effective August 05, 2021. Refund of \$ 6,030.94 including interest.
6. Kristin Petranek, Paraeducator – BOE, who terminated effective September 24, 2021. Refund of \$ 5,295.34 including interest.
7. Fredmanne Petit-Homme – BOE, who terminated effective August, 26, 2021. Refund of

- \$ 9,326.48 including interest.
- 8. Brittany Skorupski-Williams, Blight Control Enforcement Officer, who terminated effective September 17, 2021. Refund of \$ 18,515.85 including interest.
 Motion to approve refund/rollover calculations made by Shiela Hayes, seconded by Rich Morelli, all in favor.
- F. Notifications of Death:
 - 1. Mary K Baillargeon, DOD December 31, 2021, who retired from BOE on July 1, 1993. No further benefit due.
 - 2. Joseph D. Sangermano, DOD December 09, 2021, who retired from Police on May 06, 1975. No further benefit due.
 - 3. Janice A. Stewart, DOD December 01, 2021, who retired from Human Services on January 02, 2000. Survivor benefit to be paid to her spouse, Raymond, in the annual amount of \$ 18,569.73.
 Motion to acknowledge the notifications of death made by Rich Morelli, seconded by Bob Pouch, all in favor.
- G. Eligibility List Extensions:
 - 1. Request from Christopher LaRose, NPU General Manager, to extend the Technician eligibility list for six (6) months. The current list expires on February 02, 2022.
 - 2. Request from Chief Montoya, Fire, to extend the Fire Lieutenant Eligibility list for one (1) year. The current list expires on March 26, 2022.
 Paul Schroder opened the floor for board members to discuss further the pros and cons behind the one year extension. Mike Dziavit provided his opinion as to why they should only extend the eligibility list for only six (6) months.
 Motion to extend eligibility list by six (6) months was made by Shiela Hayes, seconded by Rich Morelli, all in favor.
- H. 1. 2022 interest rate for employee contributions.
 Josh Pothier submitted the calculation of the 2022 interest rate. The average from the last five calendar years of the Average Yield on 10-Year Treasury Bonds is \$ 1.958%.
 Motion to adopt the 2022 interest calculation for employee contributions made by Shiela Hayes, seconded by Rich Morelli, all in favor.
- I. Review of board member term and expirations
 Five board members' terms expire on March 1, 2022. Board members discussed term dates and would like further research on expiration dates. Evelyn Lopez will research and report findings on the February 15, 2022 meeting.
 Motion to table review of board member terms made by Paul Schroder, seconded by Shiela Hayes, all in favor.
- J. New Employees:
 Motion to acknowledge the new employees made by Shiela Hayes, seconded by Rich Morelli, all in favor.

NAME	POSITION	DATE OF HIRE	CITY/STATE
Tara Booker	Director of Human Services	12/06/2021	New London, CT
Nickolas Korenkiewicz	Technician - NPU	12/06/2021	Norwich, CT
Jessica Labonte	Customer Account Rep I - NPU	11/29/2021	Norwich, CT
Kenneth Olszewski	Laborer - PW	11/15/2021	Canterbury, CT
Jordan Nute	Police	01/05/2022	Manchester, CT

Alonso Vargas	Blight Control/Housing Code Enforcement Officer	11/29/2021	Salem, CT
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K. 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 Rich Morelli, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST/EVAL RECEIVED
Idiaris Andino	Revenue Collection Clk.	03/22/2021	N/A	11/22/2021	11/22/2021
Joshua Bernier	Computer Repair Tech.	12/23/2021	N/A	N/A	12/23/2021
Susan Magoon-Klein	Accounting Generalist	06/01/2021	N/A	12/01/2021	12/01/2021
Mitchell Nixon	Accountant	05/17/2021	N/A	11/16/2021	11/16/2021
Maria Parrillo	Transportation & Safety Director	08/23/2021	N/A	N/A	11/15/2021
Jena Pucillo	Social Media Monitoring Specialist	12/03/2021	N/A	N/A	12/16/2021

IV. Correspondence

A letter from Joseph Crowley was received on January 13, 2022.
 Paul Schroder requested further research and findings to be reported on the February 15, 2022 meeting.
 Motion to table Joseph Crowley letter was made by Paul Schroder, seconded by Shiela Hayes, all in favor.

V. Adjournment

Motion to adjourn made by Shiela Hayes, seconded by Rich Morelli, all in favor. Meeting Was adjourned at 5:37pm.

Respectfully submitted,

Evelyn Lopez, Secretary