

I. Roll Call

Meeting called to order by Paul Schroder at 5.02pm

A. Members Present

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

B. Members Absent

1. Bob Pouch (alternate)
2. Gary Gross (alternate)
3. Chris Golas (voting member)

C. Others Present

1. Brigid Marks, Director of Human Resources
2. Evelyn Lopez, Retirement Plan Administrator
3. Marc Shegoski, UBS (via phone)
4. Ashley Martella, UBS (via phone)
5. David Sears, UBS (via phone)

II. Minutes

A. Minutes of the May 17, 2022 Personnel & Pension Board Meeting.

Motion to accept the May 17, 2022 minutes made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

III. New Business

Paul Schroder made a motion to add to the agenda under suspension of rules, A to section III New Business, seconded by Shiela Hayes, all in favor.

A. UBS Stock Market Update

Marc Shegoski, Ashley Martella and David Sears from UBS Financial Services Inc., provided an overview of the current stock markets. They talked about the performance, risks, interest rates, inflation and struggles with the current market situation. UBS is moving forward with their plan to input (invest) cash into the stock/bond market. Marc briefly talked about the stock market being down for the past two weeks and its volatility. Ashley Martella indicated that the current stock market makes it more attractive to invest in bonds. Marc Shegoski still thinks it's a good time to invest and asked the P&P Board Members to give UBS permission to buy treasury bills in the next 3/6/9 months with the available cash to generate incremental interest. Marc also noted that all treasury bills will be bought at public auction from the US Treasury.

Motion made by Sheila Hayes to give UBS permission to buy treasury bills in the next 3/6/9 months, seconded by Rich Morelli, all in favor.

B. Council reappointment of Robert Pouch as alternate member.

Motion to accept the reappointment of Robert Pouch was made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

C. Domestic Relations Order (DRO) Fees

Brigid Marks asked Board Members to consider a fee schedule for attorney fees for review of DROs. She recommended a fee schedule similar to the one in place for DRO actuarial services. Board members voted to develop a fee schedule that mirrors the one used for DRO actuarial services which can be reviewed at the July 19, 2022 meeting.

Motion made by Shiela Hayes to develop a fee schedule for attorney fees for review of DROs, seconded by Mike Dziavit, all in favor.

D. Application for retirement:

1. Mark A. Espinoza, Fire Fighter, for a normal retirement effective July 06, 2022.
2. Allyn R. Fitch Jr., Fire Captain, for a normal retirement effective July 13, 2022.
3. Sheila Sullivan, Paraeducator, for a normal retirement effective June 1, 2022.

Motion to approve retirement applications made by Shiela Hayes, all in favor.

Paul Schroder made a motion to add to the agenda under suspension of rules, 4 to section III letter D, seconded by Sheila Hayes, all in favor.

4. Timothy J. Teper, Fire Lieutenant, for a normal retirement effective June 30, 2022.

Motion to accept retirement application made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

E. Pension Calculations:

1. Sheila Sullivan, Paraeducator, retired June 1, 2022. Her annual pension calculation is \$15,555.98. Her application is on the agenda at this meeting.

Motion to approve the pension calculation made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

F. Application for refund/rollover of pension contributions:

1. Sean Flaherty, Facility Maintainer I, who terminated effective September 12, 2019. Refund of \$ 26,109.38 including interest.
2. Lithia Lopez, Paraeducator – BOE, who terminated effective June 30, 2016. Refund of \$ 22,274.30 including interest.

Motion to approve the refund/rollover applications made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

G. Notifications of Death:

1. Evelyn A. Chmielecki, DOD May 30, 2022, who retired from BOE on December 23, 1983. No further benefit due.
2. Bertha J. Baribeault, DOD June 10, 2022, who retired from NPU on December 23, 2010. No further benefit due.

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

H. Eligibility List Extensions:

1. Request from Patrick McLaughlin, PW Director, to extend the Crew Leader list for six (6) months. The current list expires September 16, 2022.

Motion to extend the Crew Leader list for six (6) months was made by Sheila Hayes, seconded by Mike Dziavit, all in favor.

I. Personnel & Pension 2022 1st quarter attendance log.

Motion to acknowledge attendance log made to Shiela Hayes, seconded by Rich Morelli, all in favor.

J. New Employees:

Motion to acknowledge new employees made by Shiela Hayes, seconded by Rich Morelli, all in favor.

Name	Position	Date of Hire	City/State
John Gorman	Civil Engineer	06/13/2022	Madison, CT
Mason Mobley	Police Officer	05/31/2022	Waterford, CT
James Searles	Recreation Facility Maintainer I	06/13/2022	Norwich, CT

Jacqueline Tanner	Police Officer	05/31/2022	Branford, CT
Jameson Zajac	Apprentice Line worker	05/31/2022	Canterbury, CT

K. Employees to be admitted into the City of Norwich Employees' Retirement Fund:
 Motion to admit the following employees into the City of Norwich Employee's Retirement Fund made by Shiela Hayes, seconded by Mike Dziavit, all in favor.

NAME	POSITION	DATE OF HIRE	ACADAMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST/EVAL RECEIVED
David Allen	Residency Specialist	05/09/2022	N/A	N/A	06/02/2022
Regiane Briones	Paraeducator	11/22/2021	N/A	04/27/2022	05/19/2022
Shante DeAndrade	Registered Behavior Tech	05/05/2022	N/A	N/A	05/13/2022
Lucas Girard	Fire Fighter	01/28/2021	05/27/2021	05/27/2022	05/31/2022
Jennifer Harris	Administrative Assistant	10/28/2021	N/A	04/24/2022	05/23/2022
Natanielle Hatfield	Registered Behavior Analyst	05/31/2022	N/A	N/A	06/09/2022
Skylar Holmes	Paraeducator	09/09/2021	N/A	01/28/2022	05/31/2022
Meghan Hubbard	Transition Job Coach	05/09/2022	N/A	N/A	05/31/2022
Benjamin Jack	Registered Behavior Analyst	05/23/2022	N/A	N/A	06/06/2022
Nickolas Korenkiewicz	Technician	12/06/2021	N/A	06/05/2022	06/08/2022
Adam Lee	Custodian	11/15/2021	N/A	05/15/2022	05/18/2022
Kyle Markey	Fire Fighter	01/28/2021	05/27/2021	05/27/2022	05/31/2022
Melanie Rivera	Administrative Assistant	02/28/2022	N/A	05/29/2022	06/06/2022
Morzia Siddiqua	Paraeducator	12/09/2021	N/A	05/12/2022	06/01/2022
Ashley Steele	Registered Behavior Tech	04/25/2022	N/A	N/A	05/31/2022
Mark Waters	Director of Training & Safety	04/26/2021	N/A	04/26/2022	05/17/2022

Paul Schroder made a motion to add to the agenda under suspension of rules, letter L to section III, seconded by Sheila Hayes, all in favor.

L. August 16, 2022 Meeting

Motion made by Paul Schroder to cancel August 2022 meeting, seconded by Shiela Hayes, all in favor.

IV. Correspondence

None

V. Adjournment

Motion to adjourn made by Paul Schroder, seconded by Shiela Hayes, all in favor. Meeting adjourn at 5:23pm

Respectfully submitted,

Evelyn Lopez, Secretary

DRAFT