

**PENSION COMMISSION
City Conference Room
260 Constitution Plaza
Friday, October 26, 2012
9:00 a.m.**

MINUTES

PENSION ADMINISTRATION

MEMBERS PRESENT: Peter Stevens, Chairman; Gene Goldman; Marc Nelson, Employee Representative; Adam Cloud, Secretary

MEMBERS EXCUSED: Frank Lord

STAFF PRESENT: Donna Parker, Plan Administrator; Lisa Silvestri, Assistant Corporation Counsel; Carmen Sierra, Assistant City Treasurer

OTHERS PRESENT: Richard Pokorski, Employee Benefits; George Zoltowski, Management & Budget

Chairman Peter Stevens called the meeting to order at 9:05 a.m.

I. Minutes of the Meeting of September 28, 2012

There were no changes or corrections to the minutes as presented.

A motion was made, seconded and unanimously adopted to accept the minutes of the September 28, 2012 meeting.

II. Survivor Benefits

A motion was made, seconded and unanimously adopted to approve the following survivor benefits:

Distin, Barbara, survivor of the late Gordon Distin, member of the Municipal Employees' Retirement Fund (MERF) who died August 20, 2012 (Survivor benefits under the MERF; Emp. #S199990 / 980245)

Effective Date: September 1, 2012
Annual Allowance: \$ 17,420.40
Monthly Allowance: 1,451.70

Epps, Elaine, survivor of the late William Epps, member of the Municipal Employees' Retirement Fund (MERF) who died August 26, 2012 (Survivor benefits under the MERF; Emp. #S234052 / 980249)

Effective Date: September 1, 2012
Annual Allowance: \$ 11,933.04
Monthly Allowance: 994.42

Kolavage, Daniel, survivor of the late Marie Kolavage, member of the Municipal Employees' Retirement Fund (MERF) who died May 29, 2012 (Survivor benefits under the MERF; Emp. #S415243 / 980248)

Effective Date: June 1, 2012
Annual Allowance: \$ 13,871.88
Monthly Allowance: 1,155.99

Zodda, Christine, survivor of the late Paul Zodda, member of the Municipal Employees' Retirement Fund (MERF) who died April 4, 2012 (Survivor benefits under the MERF; Emp. #S941764 / 980246)

Effective Date: October 13, 2012
Annual Allowance: \$ 17,886.72
Monthly Allowance: 1,490.56

Zodda, Mallory, survivor of the late Paul Zodda, member of the Municipal Employees' Retirement Fund (MERF) who died April 4, 2012 (Survivor benefits under the MERF; Emp. #B941764 / 980247)

Effective Date: October 13, 2012
Annual Allowance: \$ 1,200.00
Monthly Allowance: 100.00

III. Regular Retirements

A motion was made, seconded and unanimously adopted to approve the following regular retirement benefits:

		<u>AMOUNT</u>		
<u>Cardinale, Georgia</u>				
Emp. # 903601 / 990467				
Union: Local 2221				
		Years	Months	Days
Term of Service (including Sick Exchange):		23	0	0
Sick Exchange:		0	0	0
Grounds:	Early			
Effective Date:	August 25, 2012			
Average Salary:	Highest 3 out of last 5 years			\$ 33,464.88
	Final Base Pay			30,558.00
Pension Allowed:				
Unreduced Pension:	56.00 %			\$ 18,740.28
Early Reduction Factor:	4.00 % for each year prior to age 60			12.00 %
Reduced Pension:				\$ 16,491.48
Monthly Payment:				1,374.29

<u>Goldbaum, Ruth</u>				
Emp. # 294853 / 990470				
Union: Local 1018AB				
		Years	Months	Days
Term of Service (including Sick Exchange):		28	0	0
Sick Exchange:		0	0	0
Grounds:	Service			
Effective Date:	August 21, 2012			
Average Salary:	Highest 3 out of last 5 years			\$ 75,331.80
	Final Base Pay			77,489.00
Pension Allowed:	70.00 %			52,732.32
Monthly Payment:				4,394.36

**Pension Commission
Pension Administration Minutes
October 26, 2012
Page 4**

III. Regular Retirements (continued)

AMOUNT

James, Diane

Emp. # 944688 / 990472

Union: SCGA

	Years	Months	Days
Term of Service (including Sick Exchange):	9	0	0
Sick Exchange:	0	0	0
Grounds:	Service		
Effective Date:	September 8, 2012		
Average Salary:	Highest 5 out of last 10 years		\$ 9,434.27
	Final Base Pay		10,217.00
Average Social Security:			9,237.83
Pension Allowed:	(2.00 % x Average Salary in excess of Average Social Security + 1.00% x Average Social Security) x Service		866.76
Monthly Payment:			72.23

Lopez, Michael

Emp. # 941299 / 990473

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange):	28	0	0
Sick Exchange:	4	0	0
Grounds:	Service		
Effective Date:	September 23, 2012		
Average Salary:	Highest 3 out of last 5 years		\$ 77,754.65
	Final Base Pay		69,457.00
Pension Allowed:	72.00 %		55,983.36
Monthly Payment:			4,665.28

Wint, Yvonne

Emp. # 941476 / 990471

Union: HMEA

	Years	Months	Days
Term of Service (including Sick Exchange):	27	0	0
Sick Exchange:	4	0	0
Grounds:	Service		
Effective Date:	October 12, 2012		
Average Salary:	Highest 2 out of last 5 years		\$ 81,613.28
	Final Base Pay		82,263.00
Pension Allowed:	73.25 %		59,781.72
Monthly Payment:			4,981.81

IV. Separations from Pension Payroll

The following separations from Pension Payroll were placed on file:

<u>EMPLOYEE NUMBER</u>	<u>NAME</u>	<u>DATE OF DEATH</u>	<u>PENSION AMOUNT</u>	<u>PENSION PLAN</u>
653640	Braman, Frances	09/13/2012	\$ 362.29	MERF
67288	Broderick, Edna	08/18/2012	287.86	MERF
103749	Chapman, Mary	09/24/2012	542.62	MERF
S104043	Chapman, Mary	09/24/2012	3,354.96	MERF
380008	Joseph, Lawrence	09/30/2012	2,943.05	MERF
S432955	Lavigne, Victoria	09/18/2012	1,523.93	PBF
468908	Mahoney, Nancy	09/16/2012	629.32	BOE RAF
S467405	Mahoney, Nancy	09/16/2012	594.82	CITY-ANN
980240	Moffatt, Maryann	09/07/2012	842.90	PBF
S545938	Murray, Esther	09/17/2012	978.13	MERF
718440	Swanson, Alberta	09/09/2012	757.98	MERF
S753149	Wallace, Jeanette	08/18/2012	983.36	MERF

The pension for the following individual has been reinstated since the Pension Unit has received his disability affidavit.

<u>EMPLOYEE NUMBER</u>	<u>NAME</u>	<u>DATE OF REMOVAL</u>	<u>PENSION AMOUNT</u>	<u>PENSION PLAN</u>
941423	Topping, John	May 1, 2012	\$ 2,578.42	MERF

V. Request for Refunds of Pension Contributions

A motion was made, seconded and unanimously adopted to approve the following refunds of pension contributions:

<u>NAME</u>	<u>AMOUNT</u>
Aldave, Idelisa*	\$ 376.17
Bowsza, Stacey	5,009.63
Chin, Pauline	3,445.22
Davila, Keenan**	708.27
Dixon, Grayon**	708.28
Harris, Antwan	4,673.43
Jernigan, Charisse*	1,983.43
Thornley, Wendy	5,565.72
Tyson, Rondell	21,420.19

None of the above members is vested, or, if vested, he or she has been informed of, and has waived, his or her rights to a vested benefit in lieu of a contribution refund.

The amounts shown above include interest.

*Additional interest due to member.

** Beneficiary of deceased active MERF member Eleanore Davila

VI. Service Purchases

Routine Service Purchase

Chairman Stevens introduced the item. The Plan Administrator stated that the following individual has requested the purchase of additional pension service under the provisions of the Municipal Code of the City of Hartford, Article I, Division I, Section 2A-8.

The request was accepted and placed on file.

<u>NAME</u>	<u>TYPE</u>	<u>AMOUNT</u>			<u>PURCHASE</u>
		<u>Years</u>	<u>Months</u>	<u>Days</u>	<u>PRICE</u>
Fish, Jeffrey *	Military	3	8	3	\$ 10,977.18

* This individual elected payroll deduction.

VII. Qualified Domestic Relations Orders

Chairman Stevens introduced the item. The Plan Administrator reported that the Pension Unit had received four properly executed Qualified Domestic Relations Orders (QDROs), three for the MERF and one for the Deferred Compensation Plan. The Plan Administrator recommended that the Commission approve the Orders as presented.

A motion was made, seconded and unanimously adopted to approve the following QDROs, with assignments as indicated, subject to like reductions in the contribution and pension accounts of the plan member, and payment to the Alternate Payees for QDROs 12-11 and 12-12 effective no earlier than November 1, 2012, subject to receipt of properly executed *Applications for Pension*.

MERF

QDRO: 12-10

Entered into Court Records: September 5, 2012
Benefit Calculation Date: February 8, 2012

		<u>Percentage</u>	<u>Dollar Amount</u>
Benefit Assigned to Alternate Payee:	Monthly:	45.00 %	\$ 872.52
Pension Contributions Assigned:	Pre-Tax:	45.00 %	24,124.15
	Post-Tax:	45.00 %	0.00
	Interest:	45.00 %	0.00

Alternate Payee Retirement Date: July 17, 2020

QDRO: 12-11

Entered into Court Records: September 26, 2012
Benefit Calculation Date: September 26, 2012

		<u>Percentage</u>	<u>Dollar Amount</u>
Benefit Assigned to Alternate Payee:	Monthly:	50.00 %	\$ 2,494.59
Pension Contributions Assigned:	Pre-Tax:	N/A	N/A
	Post-Tax:	N/A	N/A
	Interest:	N/A	N/A

Alternate Payee Retirement Date: November 1, 2012

VII. Qualified Domestic Relations Orders (continued)

MERF

QDRO: 12-12
Entered into Court Records: October 3, 2012
Benefit Calculation Date: October 3, 2012

		<u>Percentage</u>	<u>Dollar Amount</u>
Benefit Assigned to Alternate Payee:	Monthly:	50.00 %	\$ 3,019.70
Pension Contributions Assigned:	Pre-Tax:	N/A	N/A
	Post-Tax:	N/A	N/A
	Interest:	N/A	N/A

Alternate Payee Retirement Date: November 1, 2012

Section 457 Deferred Compensation Plan

QDRO: 12-13
Entered into Court Records: October 3, 2012
Contribution Assignment Date: February 2, 2012

	<u>Percentage</u>	<u>Dollar Amount</u>
Contributions Assigned:	50.00 %	N/A

VIII. Hardship Withdrawal Requests – Deferred Compensation Plan

Chairman Stevens introduced the item. The Plan Administrator, Donna Parker, stated that the Pension Unit had received one request for a hardship withdrawal from the Section 457 deferred compensation plan.

Application 12-09: Ms. Parker summarized the request by stating that the applicant had received a foreclosure notice on the mortgage of his primary residence. Ms. Parker went on to explain that foreclosure on a participant's primary residence met the IRS guidelines for a Hardship Withdrawal and recommended that the Commission ratify the approval given by The Hartford's Hardship Review Committee and the Pension Commission's Review Committee.

A motion was made, seconded and adopted to ratify the approval for hardship withdrawal request 12-09 as presented.

IX. Consideration of Report on Section 457 Deferred Compensation Quarterly Status

Chairman Stevens introduced the item. Ms. Parker noted that she was providing the summary pages of the quarterly report provided by The Hartford (Hartford Life) for the Section 457 Deferred Compensation Plan for the quarter ending on September 30, 2012, as requested by the Commissioners.

The Commission received the report for advice and placed it on file.

X. Consideration of Proposed Schedule of Regular Pension Commission Meetings for Calendar Year 2013

Chairman Stevens introduced the item. The Secretary presented the Pension Commission meeting schedule for the calendar year 2013 for consideration.

The Commission received the report for advice and placed it on file.

XI. Executive Session to Discuss Personnel Matters

A motion was made, seconded and unanimously adopted to enter into executive session, after which a motion was made, seconded and unanimously adopted to return to open public session.

A motion was made, seconded and unanimously adopted to strike Item XI from the agenda.

XII. Proposal to Change the Personnel Rules

Chairman Stevens introduced the item. Secretary Cloud explained that he was introducing an amendment to the Personnel Rules of the Pension Commission to provide that the Commission delegate the day to day administration and oversight of the Commission's offices and the daily supervision of all Commission employees to the City Treasurer. This change, he added, would allow for more effective management of the Commission's offices. The Plan Administrator, Donna Parker, requested clarification of the phrase "and the direct supervision of all Commission employees to the City Treasurer" in the fifth paragraph, and the Commissioners agreed that the phrase "and the direct supervision of all Commission employees" should be deleted.

A motion was made, seconded and unanimously adopted to approve the change in the Personnel Rules as amended.

XIII. Proposal to Change the Commission By-Laws

Chairman Stevens introduced the item. Secretary Cloud explained that he was introducing an amendment to the By-Laws of the Pension Commission to provide that the Commission delegate the day to day administration and oversight of the Commission's offices and the daily supervision of all Commission employees to the City Treasurer.

A motion was made, seconded and unanimously adopted to approve the change in the Commission By-Laws with the same amended wording as the Personnel Rules.

XIV. Other Business

Chairman Stevens introduced the item. Secretary Cloud stated that he had two items of information.

A. City Contributions to the MERF

Secretary Cloud explained to the Commission that the City had been making bi-weekly contributions to the MERF, but for the past month and a half the MERF had not received any contributions from the City, and he was working with the Finance Department to resolve the situation.

In May 2012, Secretary Cloud continued, the City and the Pension Commission had signed a Pension Memorandum of Understanding (MOU) and the City had agreed to make additional pension contributions to the MERF for the 2012-2013 fiscal year, but none of the additional contributions had been received yet. Commissioner Goldman asked for clarification about the additional amounts that were due. Secretary Cloud explained that the total Annual Required Contribution for the 2012-2013 fiscal year was \$36 million, of which \$5 million was allocated to the Board of Education and the Library, and the remaining \$31 million was allocated to the City. However, he stated, the City had only budgeted \$20 million for the 2012-2013 fiscal year and the Pension MOU stipulated that the City would pay the additional \$11 million prior to June 30, 2013.

B. Police Memorandum of Understanding (MOU)

Next, Secretary Cloud gave the Commission an update on the proposed Police MOU which would change the final average earnings calculation for the pre-1999 Police. Secretary Cloud explained that he had sent the Mayor a letter, as requested at the September Pension Commission meeting, which documented that a \$570,000 increase in the City's annual contribution would result, if the proposed change to the final average earnings calculation was made to the Police pension

plan, and he thought it was unlikely that the Mayor would sign the MOU.

Commissioner Goldman asked if the new contract for Local 1716 included any pension changes. The Plan Administrator explained that Local 1716 was in the State of Connecticut CMERS plan, so no pension changes were made.

XV. Disability Retirement

A motion was made, seconded and unanimously adopted to enter into executive session to discuss the disability application before the Commission, after which a motion was made, seconded and unanimously adopted to return to open public session.

A motion was made, seconded and unanimously adopted to approve the following disability retirement application:

Application

<u>NAME</u>	<u>UNION</u>	<u>QUALIFICATION</u>	<u>YEARS</u>	<u>AGE</u>
Barrett, Harry	Local 760	Service Connected Partial	29	49

There being no further business, Chairman Stevens adjourned the Pension Administration portion of the meeting at 9:45 a.m.

Attest:



Adam M. Cloud, Secretary