

**PENSION COMMISSION  
City Conference Room  
260 Constitution Plaza  
Friday, November 21, 2014  
9:00 a.m.**

**MINUTES**

**PENSION ADMINISTRATION**

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

**STAFF PRESENT:** Donna Parker, Plan Administrator; Anne Coleman, Assistant Plan Administrator; Lisa Silvestri, Assistant Corporation Counsel; Carmen Sierra, Assistant City Treasurer; Terry Williams, Senior Administrative Assistant; Chelsea Mott, Accountant

**OTHERS PRESENT:** Richard Pokorski, Employee Benefits; Jose Sanchez, Director of Management & Budget; Ruth Brighantti, Disability Applicant; Moises Brighantti

**Commissioner Frank Lord chaired the meeting until Chairman Peter Stevens arrived. Acting Chairman Frank Lord called the meeting to order at 9:07 a.m.**

**I. Minutes of the Meeting of September 26, 2014**

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 26, 2014 meeting.**

II. Survivor Benefits

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

Danaher, June, survivor of the late Francis Danaher, member of the Municipal Employees' Retirement Fund (MERF) who died September 26, 2014 (Survivor benefits under the MERF; Emp. #S168653 / 980292)

Effective Date: October 1, 2014  
Annual Allowance: \$ 27,260.04  
Monthly Allowance: 2,271.67

Delaney, Michelle \*, survivor of the late Edward Delaney, member of the Municipal Employees' Retirement Fund (MERF) who died September 21, 2014 (Survivor benefits under the MERF; Emp. #S180564 / 980290)

Effective Date: October 1, 2014  
Annual Allowance: \$ 15,502.80  
Monthly Allowance: 1,291.90

Pasquaretta, Rita \*, survivor of the late Emanuel Pasquaretta, member of the Municipal Employees' Retirement Fund (MERF) who died September 14, 2014 (Survivor benefits under the MERF; Emp. #S583960 / 980291)

Effective Date: October 1, 2014  
Annual Allowance: \$ 10,898.64  
Monthly Allowance: 908.22

Statham-Bell, Wayatte, survivor of the late Kevin Bell, member of the Municipal Employees' Retirement Fund (MERF) who died October 7, 2014 (Survivor benefits under the MERF; Emp. #S945651 / 980293)

Effective Date: October 8, 2014  
Annual Allowance: \$ 39,470.04  
Monthly Allowance: 3,289.17

Secretary Adam Cloud thanked Firefighter Kevin Bell for his service and wished his family well in their time of grief.

**II. Survivor Benefits (continued)**

Vittorio, Renata \*, survivor of the late Brian DiBella, member of the Municipal Employees' Retirement Fund (MERF) who died August 8, 2014 (Survivor benefits under the MERF; Emp. #980289)

Effective Date: September 1, 2014  
Annual Allowance: \$ 29,133.60  
Monthly Allowance: 2,427.80

\* These benefits are being presented for ratification. The first payments were made in October 2014.

**III. Regular Retirements**

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

		<u>AMOUNT</u>		
<u>Alicea, Jose</u>				
Emp. # 942595 / 990626				
Union: HPU				
		Years	Months	Days
Term of Service (including Sick Exchange):		24	0	0
Sick Exchange:		4	0	0
Grounds:	Service			
Effective Date:	October 15, 2014			
Average Salary:	Highest 3 out of last 5 years			\$ 100,049.70
	Final Base Pay			75,729.00
Pension Allowed:	63.00 %			63,031.32
Monthly Payment:				5,252.61

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III. Regular Retirements (continued)

AMOUNT

Antuna, Jeff \*

Emp. # 942610 / 990632

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange and Military Service):	28	0	0
Sick Exchange:	4	0	0
Military Service:	4	0	0
Grounds:	Service		
Effective Date:	September 27, 2014		
Average Salary:	Highest 3 out of last 5 years		\$ 153,149.23
		Final Base Pay	79,516.00
Pension Allowed:	72.00 %		110,267.40
Monthly Payment:	9,188.95		

Barnes-Teal, Beverly \*

Emp. # 944434 / 990625

Union: SCGA

	Years	Months	Days
Term of Service (including Sick Exchange):	12	0	0
Sick Exchange:	0	0	0
Grounds:	Service		
Effective Date:			
Average Salary:	Highest 5 out of last 10 years		\$ 9,943.34
		Final Base Pay	10,948.00
Average Social Security:			9,466.53
Pension Allowed:	(2.00 % x Average Salary in excess of Average Social Security + 1.00% x Average Social Security) x Service		1,250.52
Monthly Payment:	104.21		

Caraballo, Jose \*

Emp. # 089583 / 990628

Union: HMEA

	Years	Months	Days
Term of Service (including Sick Exchange):	28	0	0
Sick Exchange:	4	0	0
Grounds:	Service		
Effective Date:	September 26, 2014		
Average Salary:	Highest 2 out of last 5 years		\$ 61,565.58
		Final Base Pay	59,391.00
Pension Allowed:	75.00 %		46,174.20
Monthly Payment:	3,847.85		

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**III. Regular Retirements (continued)**

AMOUNT

Ciesinski, Paul \*

Emp. # 942429 / 990627

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange and Military Service):	28	0	0
Sick Exchange:	4	0	0
Military Service:	3	6	21
Grounds:	Service		
Effective Date:	September 7, 2014		
Average Salary:	Highest 3 out of last 5 years		\$ 112,256.92
	Final Base Pay		112,422.00
Pension Allowed:	72.00 %		80,825.04
Monthly Payment:			6,735.42

Elliott, James \*

Emp. # 942611 / 990635

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange):	24	0	0
Sick Exchange:	4	0	0
Grounds:	Service		
Effective Date:	October 4, 2014		
Average Salary:	Highest 3 out of last 5 years		\$ 136,721.44
	Final Base Pay		82,574.00
Pension Allowed:	63.00 %		86,134.56
Monthly Payment:			7,177.88

Escalera, Yasha \*

Emp. # 945826 / 990630

Union: Unclassified

	Years	Months	Days
Term of Service (including Sick Exchange):	6	0	0
Sick Exchange:	0	0	0
Grounds:	Service		
Effective Date:	September 16, 2014		
Average Salary:	Highest 2 out of last 5 years		\$ 109,643.05
	Final Base Pay		110,917.00
Pension Allowed:	15.00 %		16,446.48
Monthly Payment:			1,370.54

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**III. Regular Retirements (continued)**

AMOUNT

Green, Tracy

Emp. # 942609 / 990639

Union: HPU

	Years	Months	Days	
Term of Service (including Sick Exchange):	24	0	0	
Sick Exchange:	4	0	0	
Grounds:	Service			
Effective Date:	October 18, 2014			
Average Salary:	Highest 3 out of last 5 years			\$ 80,919.47
	Final Base Pay			69,398.00
Pension Allowed:	63.00 %			50,979.24
Monthly Payment:				4,248.27

Hopkins, Jeffrey \*

Emp. # 942601 / 990631

Union: HPU

	Years	Months	Days	
Term of Service (including Sick Exchange and Military Service):	28	0	0	
Sick Exchange:	4	0	0	
Military Service:	4	0	0	
Grounds:	Service			
Effective Date:	September 27, 2014			
Average Salary:	Highest 3 out of last 5 years			\$ 128,803.79
	Final Base Pay			75,729.00
Pension Allowed:	72.00 %			92,738.76
Monthly Payment:				7,728.23

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**III. Regular Retirements (continued)**

AMOUNT

Jackson, Laverne \*

Emp. # 909047 / 990624

Union: Local 1018C

	Years	Months	Days
Term of Service (including Sick Exchange):	15	0	0
Sick Exchange:	0	0	0
Grounds:	Vested Early		
Effective Date:	October 14, 2014		
Termination Date:	July 13, 2010		
Average Salary:	Highest 5 out of last 10 years		\$ 43,635.24
	Final Base Pay		47,856.00
Pension Allowed:			
Unreduced Pension:	30.00 %		\$ 13,090.56
Early Reduction Factor:	4.00 % for each year prior to age 60	12.00 %	
Reduced Pension:			\$ 11,519.64
Monthly Payment:			959.97

Mason, Martha

Emp. # 942464 / 990640

Union: HMEA

	Years	Months	Days
Term of Service (including Sick Exchange):	20	0	0
Sick Exchange:	0	0	0
Grounds:	Service		
Effective Date:	October 8, 2014		
Average Salary:	Highest 2 out of last 5 years		\$ 80,453.05
	Final Base Pay		79,858.00
Pension Allowed:	55.00 %		44,249.15
Monthly Payment:			3,687.43

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**III. Regular Retirements (continued)**

AMOUNT

McGrath, Timothy \*

Emp. # 942604 / 990629

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange and Military Service):	26	0	0
Sick Exchange:	4	0	0
Military Service:	1	11	23
Grounds: Service			
Effective Date: October 3, 2014			
Average Salary: Highest 3 out of last 5 years			\$ 91,910.74
			Final Base Pay 75,729.00
Pension Allowed: 68.00 %			62,499.36
Monthly Payment:			5,208.28

Mullings, Marcia

Emp. # 910441 / 990636

Union: Local 1018AB

	Years	Months	Days
Term of Service (including Sick Exchange):	12	0	0
Sick Exchange:	0	0	0
Grounds: Vested Early			
Effective Date: November 2, 2014			
Termination Date: September 2, 2008			
Average Salary: Highest 3 out of last 5 years			\$ 60,744.67
			Final Base Pay 62,223.00
Pension Allowed:			
Unreduced Pension: 30.00 %			\$ 18,223.44
Early Reduction Factor: 4.00 % for each year prior to age 60			20.00 %
Reduced Pension:			\$ 14,578.80
Monthly Payment:			1,214.90

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**III. Regular Retirements (continued)**

AMOUNT

Ortiz, Felix

Emp. # 942412 / 990637

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange and Military Service):	25	0	0
Sick Exchange:	4	0	0
Military Service:	0	5	17
Grounds:	Service		
Effective Date:	October 11, 2014		
Average Salary:	Highest 3 out of last 5 years		\$ 144,845.23
	Final Base Pay		82,574.00
Pension Allowed:	66.00 %		95,597.88
Monthly Payment:			7,966.49

Prattson, Raymond

Emp. # 940790 / 990638

Union: Local 760

	Years	Months	Days
Term of Service (including Sick Exchange):	33	0	0
Sick Exchange:	2	0	0
Grounds:	Service		
Effective Date:	October 15, 2014		
Average Salary:	Final Base Pay		\$ 79,440.16
Pension Allowed:	85.00 % less QDRO		55,322.88
Monthly Payment:			4,610.24

Russell, Mary Jo \*

Emp. # 942615 / 990633

Union: HPU

	Years	Months	Days
Term of Service (including Sick Exchange):	24	0	0
Sick Exchange:	4	0	0
Grounds:	Service		
Effective Date:	September 27, 2014		
Average Salary:	Highest 3 out of last 5 years		\$ 127,716.94
	Final Base Pay		79,516.00
Pension Allowed:	63.00 %		80,461.68
Monthly Payment:			6,705.14

III. Regular Retirements (continued)

		<u>AMOUNT</u>		
<u>Sigersmith, Lance *</u>				
Emp. # 942614 / 990634				
Union: HPU				
		Years	Months	Days
Term of Service (including Sick Exchange):		24	0	0
Sick Exchange:		4	0	0
Grounds:	Service			
Effective Date:	October 3, 2014			
Average Salary:	Highest 3 out of last 5 years			\$ 143,433.17
	Final Base Pay			99,699.00
Pension Allowed:	63.00 %			90,362.88
Monthly Payment:				7,530.24

\* These benefits are being presented for ratification. The first payments were made in October 2014.

IV. QDRO Alternate Payee Retirements

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

		<u>AMOUNT</u>
<u>LeConche, Maribeth</u>		
Emp. # A942653 / 988017		
Union: Local 760		
Alternate Payee of:	Thomas LeConche	
Term of Service:	14 years	
Grounds:	Alternate Payee – Service	
Effective Date:	November 15, 2014	
QDRO Approved:	September 25, 2009	
Annual Alternate Payee Payment:		\$ 15,103.08
Monthly Alternate Payee Payment:		\$ 1,258.59
 <u>Lewis, Andrea</u>		
Emp. # A942655 / 988058		
Union: Local 760		
Alternate Payee of:	Curtis Lewis	
Term of Service:	11 years	
Grounds:	Alternate Payee – Service	
Effective Date:	November 15, 2014	
QDRO Approved:	January 25, 2007	
Annual Alternate Payee Payment:		\$ 10,095.96
Monthly Alternate Payee Payment:		\$ 841.33

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**Chairman Peter Stevens arrived and a motion was made, seconded and unanimously adopted to take Item XVIII. Disability Retirements out of order to accommodate the disability applicant.**

**V. 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>
003227	Adams, Stephen	10/02/2014	\$ 4,460.34	MERF
S052388	Bolden, Annie	09/06/2014	743.11	PBF
S085006	Callahan, Jenoise	07/05/2014	185.28	MERF
187704	Cardone, Marian	10/15/2014	3,647.86	MERF
168653	Danaher, Francis	09/26/2014	4,543.34	MERF
169358	Danehy, John	09/20/2014	601.32	MERF
180564	Delaney, Edward	09/21/2014	3,962.70	MERF
340308	Hepp, Daniel	09/26/2014	320.38	MERF
373362	Johnson, Edna	10/29/2014	1,059.69	MERF
385433	Karsky, Catherine	10/28/2014	422.34	MERF
413232	Klimanowski, Peter	10/02/2014	2,188.19	MERF
S471607	Makris, Artemis	09/21/2014	347.16	PBF
583553	Partridge, Harold	10/29/2014	3,445.45	MERF
583960	Pasquaretta, Emanuel	09/14/2014	1,545.56	MERF
638838	Rosenholtz, Helen	10/20/2014	373.02	MERF
S684090	Skripol, Mary	10/12/2014	867.02	PBF
766119	Weston, Eddie	09/22/2014	1,155.41	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, 2014	\$ 2,578.42	MERF

**VI. 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>
Abrams, Luis *	\$ 262.30
Allen, Theresa	17,188.34
Anetelo, Criss	3,087.12
Baczonyi, Kathy ***	800.30
Baez, Johanna	1,590.36
Banjac, Boro *	1,588.74
Beaudoin, Shana	2,918.12
Becker, Jody *	326.35
Clark, Irish	384.56
Coleman, Dallas	305.04
Comer, Ashlye	1,291.63
Correa, David	1,154.21
Cruz, Marisa	654.76
Davis, Deborah	254.39
Dennis, Sherry *	562.19
Dimeo, Lucien	1,071.46
Fontanez, Carmen	784.35
Hancock, Tom *	16.39
Hardy, LaMora	345.18
Hercules, Tiana	9,761.44
Jackson, Courtenay	2,175.60
Jeremiah, Adrienne *	78.57
Jeter, Shaunda	841.99
Johnson, Lauri	12,419.00
Kremer, Lauren	2,468.33
Levesque, Pauline	1,303.84
Martinez, Alliea	636.90
McClain, Margaret	521.55
Murzin, Ian	113.96
Naraine, Randy *	663.93
Negron, Lorrie	2,646.42
O'Brien, Andrew *	319.05
Orozco, Vanya	3,434.62
Padin, Jesus	1,128.06
Perez, Victor	311.71
Pobutkiewicz, Katherine	733.12

**VI. Request for Refunds of Pension Contributions (continued)**

<u>NAME</u>	<u>AMOUNT</u>
Redvil, Ephesian	\$ 141.42
Reidy, Michael	1,283.22
Reim, Courtney	1,051.34
Rodriguez, Miriam	19,318.83
Serrata, Jenny	256.47
Solomon, William	562.45
Srinivasan, Renuka	1,713.87
Stalph, Gloria	103.25
Stephens, Rayco	142.63
Sweeney, Sabrina	728.00
Thomas, Jennifer	939.11
Thompson, Valerie	7,029.11
Velazquez,-Torres, Justina	2,065.47
Walton, Adrienne **	2,231.90
Wayne, Stacey	9,220.45
Wilkins, Timothy Lee *	293.77
Williams, Julius	665.30
Williams, Melinda	760.00
Wilson, Dionne	4,032.12
Zayas, Ricardo *	959.10

None of the above members was vested, or, if vested, he or she was informed of, and waived, his or her rights to a vested benefit in lieu of a contribution refund.  
The amounts shown above include interest.

- \* Additional contributions or interest due to the member.
- \*\* Beneficiary of deceased active MERF member, Kimberly Grady
- \*\*\* Beneficiary of deceased active MERF member, Michael Thomas

**VII. Request for Refund of Contributions for Excess Purchased Service**

**A motion was made, seconded and unanimously adopted to refund the following amounts paid for additional pension service that was not able to be used in the pension calculation:**

<u>Name</u>	<u>Amount Due:</u>	<u>Service Type</u>
Ciesinski, Paul	\$ 1,084.31	Military
McGrath, Timothy	84.51	Military
Ortiz, Felix	2,319.19	Military

VIII. Service Purchases

Routine Service Purchases

Chairman Stevens introduced the item. The Plan Administrator stated that the following individuals have 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 requests were 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>
Colman, Maureen *	Prior City	16	5	28	\$ 61,639.33
Cruz, Jorge *	Military	4	0	0	26,966.16
Ortiz, Carlos **	Military	3	0	0	30,338.06
Vizcarrondo, Jose *	Military	2	0	0	10,362.21

\* This individual has completed his service purchase.

\*\* This individual has signed a promissory note.

IX. Hardship Withdrawal Ratifications

Chairman Stevens introduced the item. The Plan Administrator, Donna Parker stated that the Pension Unit had received two requests for hardship withdrawals from the Section 457 deferred compensation plan.

Application 14-12: Ms. Parker summarized the request by stating that the applicant had received an eviction notice from his primary residence. Ms. Parker went on to explain that eviction from a participant's primary residence met the IRS guidelines for a Hardship Withdrawal and recommended that the Commission ratify the approval given by Mass Mutual's Hardship Review Committee and the Pension Commission's Review Committee.

Application 14-13: Ms. Parker summarized the request by stating that the applicant resubmitted a prior request from September for his mother's unexpected medical expenses and still did not include the requested documentation. The Plan Administrator recommended that the Commission ratify the denial given by Mass Mutual'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 14-12 and the denial for hardship request 14-13 as presented.**

**X. Consideration of 2015 Meeting Schedule**

Chairman Stevens introduced the item. Secretary Adam Cloud presented the proposed schedule of regular monthly Pension Commission meetings for calendar year 2015.

Friday, January 23, 2015  
Friday, February 27, 2015  
Friday, March 27, 2015  
Friday, April 24, 2015  
Friday, May 29, 2015  
Friday, June 26, 2015  
Friday, July 24, 2015  
(No Meeting in August)-August 28, 2015 if needed  
Friday, September 25, 2015  
Friday, October 23, 2015  
Friday, November 20, 2015  
Friday, December 18, 2015

**A motion was made, seconded and unanimously adopted to accept the 2015 meeting schedule as presented.**

**XI. 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 Mass Mutual for the Section 457 Deferred Compensation Plan for the quarter ending on September 30, 2014, as requested by the Commissioners.

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

**XII. Consideration of Change in Municipal Code for Requests to Close Breaks in Service**

Chairman Stevens introduced the item. The Plan Administrator, Donna Parker, reviewed the discussion from the September Pension Commission meeting regarding changing the Municipal Code to allow the Pension Commission to approve requests to close breaks in service, instead of the City Council, but the Commission tabled the request pending additional information. Ms. Parker provided the requested information in the table below:

<b>Length of Break</b>	<b>Number of Requests</b>
Over 10 years	7
Over 5 but less than 10 years	9
3 but less than 5 years	13
2 but less than 3 years	12
1 but less than 2 years	24
0.25 but less than 1 year	50
<b>Total</b>	<b>115 since January 2003</b>

Ms. Parker added that the longest break was 15 years, 17 employees had more than one request, and for 30 employees their break in service exceeded their service.

Commissioner Goldman proposed that the approval of closing breaks in service be moved to the Pension Commission with the exception that the break in service would not be closed if the break in service exceeded the actual prior service for employees who were rehired after the Ordinance was adopted by the City Council.

The Secretary, Adam Cloud, mentioned that a HMEA employee had contacted him about purchasing prior city service as an unclassified city employee, but this could only be done if a window was negotiated between HMEA and the City allowing the purchase, and Secretary Cloud referred the matter to Employee Representative, Marc Nelson, for HMEA negotiations.

**A motion was made, seconded and unanimously adopted requesting Assistant Corporation Counsel, Lisa Silvestri, to draft an ordinance proposing that the Pension Commission be given authority to close breaks in service excluding breaks in service that exceeded the actual prior city service for employees who were rehired after the Ordinance was adopted by the City Council.**

### **XIII. Report on COLA Task Force Request**

Chairman Stevens introduced the item. The Secretary, Adam Cloud, informed the Commission that he had a conversation with retired firefighter Charles Peterson and told him that he had not received a response from the Mayor's Office or from the Chief Operating Officer about convening another COLA Task Force, and suggested that the retirees attend a City Council meeting and meet with City Council members.

There was a discussion about how frequently a COLA Task Force could convene. Commissioner Lord explained that although an ad hoc COLA could not be granted more frequently than once every three years, there was no restriction on how frequently a COLA Task Force could be convened.

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

**XIV. Consideration of Deferred Compensation Plan Amendments**

Chairman Stevens introduced the item. Assistant Corporation Counsel, Lisa Silvestri, summarized that at the September meeting the Commission had asked her to review the necessity of City Council's approval to add non-union part time employees and a Roth feature to the Deferred Compensation Plan. She informed the Commission that City Council approval was not necessary to add a Roth feature, but the Council needed to approve adding non-union part time employees to the Plan.

Assistant Plan Administrator, Anne Coleman, mentioned that Mass Mutual was moving the Deferred Compensation Plan to a new platform called Reflex effective April 1, 2015, and suggested that the union and non-union part time employees and the Roth feature be added to the Plan effective April 1, 2015 as well.

The Secretary, Adam Cloud, agreed and added that these changes could be part of the employee meetings and communications about the new platform. Secretary Cloud also informed the Commission that the new platform would have additional funds available and the Deferred Compensation Committee would need to compare the new fund line up with the current funds that are available.

**A motion was made, seconded and unanimously adopted to request Assistant Corporation Counsel Silvestri to draft an Ordinance for City Council requesting the addition of the non-union part time employees to the Deferred Compensation Plan effective April 1, 2015 and to add the union part time employees and the Roth feature to the Plan effective April 1, 2015 as well.**

**XV. Consideration of Tuition Reimbursement Program Changes**

Chairman Stevens introduced the item. Secretary Adam Cloud explained that under the current Pension Commission tuition reimbursement policy a Commission employee must pay for a pension related course/exam first and were reimbursed upon successful completion of the program, which could present a hardship to the staff. Secretary Cloud continued to explain that when he was in the private sector professional exams were paid for by the company and that these exams for the Commission employees were pension related, and he also wanted to encourage the professional growth of the staff.

A discussion ensued. Employee representative, Marc Nelson, stated that the Commission employees would be receiving a better benefit than other city employees and that he had never heard of prepayment. Secretary Cloud pointed out that these were not college courses but a program of professional pension related exams. Assistant City Treasurer, Carmen Sierra, added that professional development was very important.

**A motion was made, seconded and unanimously adopted to table any changes to the tuition reimbursement program until a more refined proposal was presented to the Commission including exactly what would be covered and which pension related designations would be included.**

**XVI. Report on Posting of Pension Commission Minutes**

Chairman Stevens introduced the item. Assistant Corporation Counsel, Lisa Silvestri explained to the Commission that at the September meeting questions were raised about the legal requirements regarding the posting of the Pension Commission minutes. Based on her research, Attorney Silvestri informed the Commission that the minutes were not required to be posted at the Town Clerk's office. Any votes must be documented after 2 days and available in writing in the Commission's office, she continued, and the minutes must be available in writing in the Commission office within 7 days. Attorney Silvestri added that state agencies must post their minutes on their website, if they have one, but the City of Hartford is not a state agency. She stated that an annual schedule of meetings must be sent to the Town Clerk by January 1 and notice of special meeting and agendas for regular meetings must also be sent to the Town Clerk. In her opinion, Attorney Silvestri concluded, the Commission was providing more than what was required and the Commission was complying with the statute.

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

**XVII. Other Business**

Chairman Stevens introduced the item. There were 3 items of other business.

1. The Plan Administrator, Donna Parker, informed the Commission that the Society of Actuaries had recently published a new mortality table so Hooker & Holcombe would be reviewing the mortality assumption with the July 1, 2013 actuarial valuation report to see if any mortality updates were appropriate, and that there would be an additional fee for this work of approximately \$5,000. Commissioner Goldman added that the pension liabilities could increase about 6%.
2. Secretary Adam Cloud informed the Commission that the Chief Financial Officer of the Board of Education, Paula Altieri, and Mayor Pedro Segarra wanted to move forward with the Other Post-Employment Benefits (OPEB) Trust, which had been approved by ordinance in 2008. Secretary Cloud continued to explain that the 2008 ordinance was amended, but not approved by City Council, to reconfigure the process and Ms. Altieri wanted to open the OPEB Trust before the amended ordinance was approved by the Council, but Secretary Cloud preferred that the Council approve the amended ordinance first.

Secretary Cloud stated that the Board of Education had \$29 million available for the OPEB Trust and the City had \$2 million. However, Secretary Cloud explained that a custodian needed to be selected first and a Request for Proposals (RFP) might be required, but if it was decided to move quickly an RFP could not be completed. Chairman Stevens stated that he would prefer an RFP.

Secretary Cloud added that he was meeting with US Bank for information only next week to discuss how to establish a trust fund and what services they offered. Assistant Corporation Counsel, Lisa Silvestri, stated that US Bank was already on the list for a short term certified depository, but the OPEB Trust did not necessarily want to mirror the City side since it was a different product.

Jose Sanchez, Director of Management & Budget, asked if there would be an annual contribution requirement for the OPEB plan. Secretary Cloud responded that there would be and the City would need to move away from a pay as you go policy, and that the contribution would not be expressed as a percentage of payroll.

3. Employee Representative, Marc Nelson, informed the Commission that he would not be running for another term as employee representative and he enjoyed his three years with the Commission. He also wanted to express his support that the Commission continue to protect the fund by its commitment not to enter any Memoranda of Understanding (MOUs) as it did last year.

Mr. Nelson then discussed the employee representative election which was cancelled midstream due to lack of adequate notice and explained that the election had not been rescheduled yet. In conclusion Mr. Nelson pointed out that the 3 Commissioners' terms had expired and then criticized the Mayor for his failure to perform his duty under the Charter to appoint the members of the Commission.

## **XVIII. Disability Retirements**

**A motion was made, seconded and unanimously adopted to enter into executive session to discuss the disability applications 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>
Brighantti, Ruth	HPU	Service Connected Partial	16	36

There being no further business, Chairman Stevens adjourned the Pension Administration portion of the meeting at 11:05 a.m.

Attest:

  
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Adam M. Cloud, Secretary