

City of Norwich
Volunteer Firefighters' Relief Fund Committee Minutes
February 17th, 2026

The Volunteer Firefighters' Relief Fund Committee held a regular meeting on Tuesday February 17th at 4:00 p.m. in Room 213, City Hall, Norwich, Connecticut.

1. Roll Call

a. Members Present:

Thomas Quinley, Yantic, Committee Chair
Robert Scalise, Human Resource Director, Committee Vice-Chair
Joshua Pothier, Comptroller, Committee Treasurer
Donald Leary, East Great Plain, Committee Secretary
Karen Mankowski, Occum
William Hayes, Taftville
Joseph Kochanski, Laurel Hill
Michael Dziavit, P&P Board Appointee
Ronald Stolz, Citizen Appointee
William Daley, Citizen Appointee

b. Members Absent:

John Salomone, City Manager

c. Others Present:

Scott Waskiewicz, guest, senior investment consultant USI Consulting Group.
Jeffery Mitchell, guest, senior investment consultant USI Consulting Group.
Jennifer Castelhana, guest, consulting actuary from Milliman

Thomas Quinley called the meeting to order at 4:00 p.m.

2. Roll call taken.

3. Quorum determined.

4. Reports:

- a.** Jennifer Castelhana, presented an overview of the January 1, 2026 actuarial valuation. Showing 61 members receiving benefits and 41 additional members participating in the plan. Ms. Castelhana agreed to change the labels of the plan participants to better reflect the plan names by replacing "Terminated Members" with "Inactive Members", replacing "Members in Pay Status" with "Members in Pay Status Who Are Inactive" and adding a category for "Members in Pay Status Who Remain Active". The accrued liability increased from \$7.1 in 2024 to \$7.7 Mil in 2026. The unfunded liability increased from \$2.8 in 2024 to \$3.4 Mil in 2026 and the funded ratio decreased from 60.1% in 2024 to 55.9% in 2026. Ms. Castelhana recommended to change the mortality table from PubS-2010 to PubS-2016 to better reflect the population, the change will have a minimal impact on the liability or contribution.

- i.** Motion made by Thomas Quinley to accept the mortality table change as presented, seconded by Joshua Pothier. Approved unanimously

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- b.** Jeffery Mitchell presented an overview of market conditions and the fund's investments performance prepared by USI advisors as of as of December 31, 2025.

 - i.** Pg36 the S&P gained 2.7% in the fourth quarter and nearly 18% for the year providing almost three years of 20% gains.
 - ii.** International stocks performed exceptionally well, with the MSCI IFA index up almost 32% for the year.
 - iii.** Emerging markets was the biggest winner up about 35%.
 - iv.** The commodity line was up 15.8% with the rally in gold and silver and the negative oil prices.
 - v.** With good inflation numbers expect two more rate cuts this year.

 - c.** Scott Waskiewicz reviewed the asset allocation analysis handout which indicates that the allocations are in compliance with the 6.25% target return.

 - i.** Pages 58-63 show asset compliance.
 - ii.** USI rebalances the portfolio quarterly.
 - iii.** American funds bond fund of America remains on the technical watch list. The fund has a new team so we will let it run before making a recommendation.
 - iv.** Scott provided a year to date hand out showing a 2.2% gain for the year.

 - 1.** Motion made by Joshua Pothier to accept both the Milliman and the USI reports as presented, seconded by Thomas Quinley.
Approved unanimously

 - d.** Treasurer Report: For the quarter ended December 31, reviewed as presented.

 - i.** Joshua Pothier said he needs 24k for expected refunds and 55k per quarter to cover expenses.

 - 1.** Motion made by Thomas Quinley accept the report and to drawdown 55k per quarter to cover expenses, seconded by Karen Mankowski. Approved unanimously
- 4. Minutes:** The minutes from the November 17th regular Meeting were reviewed.
- a.** Motion made by Thomas Quinley to accept the minutes as presented, seconded by William Daley. Approved unanimously.
- 5. Communications:**
- a.** None at this time.
- 6. Unfinished Business:**
- a.** Occum volunteer Patricia Benson passed away on July 13, 2025. The Finance Department paid out Patricia's \$360 in contributions plus \$654.53 interest to her spouse, Barry Benson on November 13, 2025.

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- b. EGP volunteer Simon Moreau passed away on September 14, 2016. His beneficiary form listed Lori Moreau (name change to Paolino as his beneficiary). The Finance Department located Lori Paolino and paid out Simon's \$84 in contributions plus \$96.41 interest on December 4, 2025.
- c. Occum volunteer Patrick T. Coyle - the Social Security Administration database indicates that he is deceased. His beneficiary form from 1988 lists Lorrie Coyle as his beneficiary. The Finance Department has attempted to locate Lorrie Coyle to pay out Patrick's \$240 in contributions plus accrued interest. If unable to locate her, these funds will be sent to the State of Connecticut as unclaimed property.

7. New Business:

- a. Approval of bills.
 - i. None at this time.
- b. New members:
 - i. EGP: Chazwick Cleckley
 - ii. Yantic: Craig Maerkel
 - 1. Motion made by Joshua Pothier to accept the new members, seconded by Thomas Quinley. Approved unanimously
- c. Applications for benefits.
 - i. None at this time.
- d. Refunds.
 - i. EGP: Andre Rosedale – 4 years of credited service (Credited Service years purchased from 2011-2014). Refund of \$912 contributions plus \$400.27 interest paid on December 11, 2025.
 - ii. EGP: Cameron Milton – 6 years of credited service purchased between 2017-2022. Refund of \$1,632 contributions plus \$287.24 of interest paid on January 29, 2026.
 - iii. EGP: James Jancewicz – 10 years of credited service purchased in 1988. Refund of \$600 contributions plus \$1,245.96 of interest paid on January 29, 2026.
 - iv. EGP: John F. Coleman – 8 years of credited service (Credited Service years purchased from 2018-2024). Refund of \$2,280 contributions plus \$292.12 interest paid on November 25, 2025.
 - v. EGP: Kala Huntley– 1 year of credited service purchased in 2019. Refund of \$264 contributions plus \$50.11 of interest paid on December 18, 2025.
 - vi. EGP: Todd Piscatelli– 3 years of credited service purchased between 1989-1992. Refund of \$180 contributions plus \$320.68 of interest paid on December 24, 2025.
 - vii. Laurel Hill: Anna Tardif – 3 years of credited service (Credited Service years purchased from 2012-2014). Refund of \$696 contributions plus \$290.81 interest paid on December 11, 2025.
 - viii. Laurel Hill: Lindsey Roeski– 2 years of credited service purchased between 2023-2024. Refund of \$648 contributions plus \$27.94 of interest paid on January 22, 2026.

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- ix.** Occum: Gary Thibodeau– 3 years of credited service purchased between 1993-1995. Refund of \$204 contributions plus \$303.20 of interest paid on December 24, 2025.
- x.** Occum: Heath Hulboj– 3 years of credited service purchased between 1993-1995. Refund of \$204 contributions plus \$303.20 of interest paid on December 24, 2025.
- xi.** Occum: Jessica Eggert– 2 years of credited service purchased in 2008. Refund of \$360 contributions plus \$233.44 of interest paid on December 24, 2025.
- xii.** Occum: Kenneth Gauvin – 3 years of credited service purchased between 2010-2012. Refund of \$648 contributions plus \$331.48 of interest paid on January 15, 2026.
- xiii.** Occum: Matthew Lyons – 2 years of credited service purchased between 2006-2007. Refund of \$540 contributions plus \$396.87 of interest paid on January 15, 2026.
- xiv.** Taftville: Andrea Gabor – 2 years of credited service (Credited Service years purchased from 2005-2006). Refund of \$300 contributions plus \$230.01 interest paid on December 4, 2025.
- xv.** Taftville: Brian Hubbard – 13 years of credited service purchased between 1996-2012. Refund of \$1,980 contributions plus \$1,478.15 of interest paid on January 8, 2026.
- xvi.** Taftville: Daniel Leclair – 15 years of credited service purchased 1988. Refund of \$900 contributions plus \$1,862.40 of interest paid on December 31, 2025.
- xvii.** Taftville: James Marciano – 11 years of credited service purchased between 2005-2015. Refund of \$2,232 contributions plus \$1,192.28 of interest paid on December 24, 2025.
- xviii.** Taftville: Michael Dayton– 4 years of credited service purchased between 1994-1997. Refund of \$312 contributions plus \$429.40 of interest paid on December 11, 2025.
- xix.** Taftville: Michael Plante – 3 years of credited service purchased in 1988. Refund of \$180 contributions plus \$371.66 of interest paid on December 11, 2025.
- xx.** Taftville: Paul St. Jean – 5 years of credited service (Credited Service years purchased intermittently from 1995-2009). Refund of \$612 contributions plus \$557.77 interest paid on December 4, 2025.
- xxi.** Taftville: Ronald Labonte– 8 years of credited service purchased between 1988-1993. Refund of \$480 contributions plus \$912.97 of interest paid on January 8, 2026.
- xxii.** Taftville: Ronald Sylvestre – 6 years of credited service (Credited Service years purchased intermittently from 1992-1998). Refund of \$456 contributions plus \$629.26 interest paid on December 4, 2025.
- xxiii.** Taftville: Tony Shaw – 3 years of credited service purchased between 2001-2003. Refund of \$360 contributions plus \$348.18 of interest paid on December 11, 2025.

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- xxiv.** Yantic: Adam Herz – 12 years of credited service (Credited Service years purchased from 2010-2020). Refund of \$2,928 contributions plus \$1,019.78 interest paid on November 20, 2025.
- xxv.** Yantic: Clifford Bartiss – 1 year of credited service from 1997. Refund of \$84 contributions plus \$107.39 interest paid on December 4, 2025.
- xxvi.** Yantic: Craig Damien – 2 years of credited service purchased in 1992 and 1993. Refund of \$120 contributions plus \$192.35 interest paid on December 4, 2025.
- xxvii.** Yantic: Demetrios Petros– 3 years of credited service (Credited Service years purchased intermittently from 1988-1995). Refund of \$204 contributions plus \$350.70 interest paid on December 4, 2025.
- xxviii.** Yantic: Edward Hutchinson – 12 years of credited service (Credited Service years purchased intermittently from 1898-2002, some with Occum). Refund of \$972 contributions plus \$1,304.02 interest paid on December 4, 2025.
- xxix.** Yantic: Eric Conley– 7 years of credited service (Credited Service years purchased 2010-2017). Refund of \$1,704 contributions plus \$647.75 interest paid on December 11, 2025.
- xxx.** Yantic: John K. Foley– 7 years of credited service (Credited Service years purchased from 2002-2008). Refund of \$1,020 contributions plus \$796.53 interest paid on November 20, 2025.
- xxxi.** Yantic: Joseph Welch – 3 years of credited service purchased from 2006-2008. Refund of \$540 contributions plus \$375.51 interest paid on December 4, 2025.
- xxxii.** Yantic: Kaitlin O'Connell – 1 year of credited service from 2016. Refund of \$264 contributions plus \$78.63 interest paid on November 25, 2025.
- xxxiii.** Yantic: Kevin Maerkel – 10 years of credited service (Credited Service years purchased intermittently from 1996-2013, some with Taftville). Refund of \$1,188 contributions plus \$1,086.39 interest paid on November 20, 2025.
- xxxiv.** Yantic: Matthew Clement – 1 year of credited service (Credited Service years purchased 2004). Refund of \$120 contributions plus \$102.38 interest paid on December 11, 2025.
- xxxv.** Yantic: Michael Minor– 3 years of credited service purchased in 1988. Refund of \$180 contributions plus \$371.34 interest paid on December 4, 2025.
- xxxvi.** Yantic: Ryan J. Flaherty – 4 years of credited service (Credited Service years purchased from 2010-2012). Refund of \$864 contributions plus \$447.14 interest paid on December 4, 2025.
- xxxvii.** Yantic: Walter Cooper IV– 9 years of credited service (Credited Service years purchased from 1988-1991). Refund of \$540 contributions plus \$1,035.26 interest paid on December 4, 2025.
- xxxviii.** Yantic: William Murray – 2 years of credited service purchased in 2015 and 2016. Refund of \$528 contributions plus \$168.16 interest paid on December 4, 2025.

e. Notification of death.

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- i. None at this time.

A motion was made by Thomas Quinley to adjourn the meeting, seconded by William Daley
Approved unanimously. Meeting adjourned at 4:45 p.m.

Respectfully submitted,



Donald Leary, Secretary