

I. Roll Call

Meeting called to order by Paul Schroder at 5:01pm

A. Members' Present

1. Paul Schroder, Chair (voting member)
2. Chris Golas, Vice Chair (voting member)
3. Mike Dziavit, (voting member)
4. Bob Pouch, (voting member)
5. Mary Osten, (voting member)
6. Patrick McMahon, (appointed alternate)

B. Members Absent

1. Gary Gross, (alternate)

C. Others Present

1. Robert V. Scalise, HR Director
2. Evelyn Lopez, Retirement Plan Administrator
3. Robert Buckley, City Treasurer

II. Minutes

A. Minutes of the February 17, 2026 Personnel & Pension Board Meeting.

Motion to accept the February 17, 2026 minutes was made by Chris Golas, seconded by Mike Dziavit, all in favor.

III. Old Business

A. Patrick McMahon's Pension adjustment draft

Motion to table to the April 21, 2026 meeting was made by Paul Schroder, seconded by Mike Dziavit, all in favor.

Paul Schroder made a motion to add an item to agenda under suspension of rules. Item A to section new business, seconded by Bob Pouch, all in favor.

IV. New Business

A. Email from Jacquie Barbarossa

Paul Schroder and P&P Board members reviewed and discussed Ms. Barbarossa's and Aime Siefert, Corporate Counsel emails with regards to the classification of her current position. Ms. Barbarossa also points out a conflict between the Merit System Rules and The Charter. P&P Board members had to decide whether Ms. Barbarossa's current position as Executive Assistant to City Manager was considered a classified or unclassified position. The P&P Board members reviewed the language in chapter XVI, section 6(e) Classified and unclassified service of The Charter and determined that Ms. Barbarossa's position is unclassified. Motion to accept the P&P Board's decision was made by Paul Schroder, seconded by Mike Dziavit, all in favor.

Patrick McMahon proposed an amendment to prior motion. The amended motion is to request that the HR Director prepare a draft to amend the Merit System Rules to follow The Charter and add Ms. Barbarossa's position as unclassified.

Motion to accept motion was made by Paul Schroder, seconded by Chris Golas, all in favor.

B. (Formerly A.) Pension Calculations:

1. Robert A. Nash, TR/Auto/Equip. Mechanic, retired February 10, 2026. His annual pension calculation is \$54,048.09 with a 100% joint & survivor benefit reducing his pension to \$47,778.51. His application was approved at the February 17, 2026 meeting.
2. William Ryan, GIS Analyst, retired February 18, 2026. His annual pension calculation is \$30,318.41 with a 100% joint & survivor benefit reducing his pension to \$25,891.93. His application was approved at the January 20, 2026 meeting.

Motion to approve pension calculations made by Bob Pouch, seconded by Mike Dziavit, all in favor.

C. (Formerly B.) Applications for refund/rollover of pension contributions:

1. Christina Juber, Paraeducator, who resigned effective January 30, 2026. Refund in the amount of \$3,170.94 including interest.
2. Stephen Losty, Police Officer, who resigned effective February 07, 2026. Refund in the amount of \$23,717.76 including interest.
3. Katherine Milde, Director of Human Services, who resigned effective February 02, 2026. Refund in the amount of \$54,180.44 including interest.

Motion to approve refund/rollover applications made by Mary Osten, seconded by Mike Dziavit, all in favor.

D. (Formerly C.) Eligibility List Extension:

1. Request from Chief Wilson, to extend the Battalion Chief list for six (6) months. The list expires April 17, 2026.

Motion to extend the Battalion Chief list for six (6) months was made by Mike Dziavit, seconded by Bob Pouch, all in favor.

2. Request from Chief Wilson, to extend the Fire Captain list for six (6) months. The list expires April 18, 2026.

Motion to extend the Fire Captain list for six (6) months was made by Mike Dziavit, seconded by Chris Golas, all in favor.

3. Request from Jeff Brining, General Manager of NPU, to extend the Apprentice Maintenance Mechanic - GAS list for six (6) months. The list expires May 02, 2026.

Motion to extend the Apprentice Maintenance Mechanic - GAS list for six (6) months was made by Bob Pouch, seconded by Mary Osten, all in favor.

4. Request from Erin Haggan YFS Manager, to extend the Recreation Program Coordinator list for six (6) months. The list expires April 17, 2026.

Motion to extend the Recreation Program Coordinator list for six (6) months was made by Mike Dziavit, seconded by Chris Golas, all in favor.

5. Request from Roseanne Muscarella, City Clerk, to extend the Records Clerk list for six (6) months. The list expires May 14, 2026.

Motion to extend the Records Clerk list for six (6) months was made by Mike Dziavit, seconded by Bob Pouch, all in favor.

E. (Formerly D.) 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 was made by Mary Osten, seconded by Mike Dziavit, all in favor.

NAME	POSITION	DATE OF HIRE	ACADEMY GRADUATION DATE	LAST DAY ON PROBATION	REQUEST/EVAL RECEIVED
Kevin Ashey	Custodian	04/20/2023	N/A	10/20/2023	02/20/2026
Zachary Gomes	Paraeducator	08/25/2025	N/A	01/15/2026	02/10/2026
William Greene	Custodian	08/07/2025	N/A	02/07/2026	02/10/2026
Frank Laudone	Blight Ctl/House Code Enf. Officer	09/02/2025	N/A	03/02/2026	02/26/2026
Ashley McKinney	Administrative Assistant	10/06/2025	N/A	01/05/2026	02/10/2026
Genevive Nweke	Paraeducator	08/25/2025	N/A	01/14/2026	02/10/2026

Melanie Vitelli	YFS Program Coordinator	09/08/2025	N/A	03/08/2026	03/04/2026
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F. (Formerly E.) New Employees:

Motion to acknowledge new employees was made by Mike Dziavit, seconded by Chris Golas, all in favor.

Name	Position	Date of Hire	City/State
Kevin Ashe	Custodian	04/20/2023	Willimantic, CT
Zachary Gomes	Paraeducator	08/25/2025	Voluntown, CT
William Greene	Custodian	08/07/2025	Uncasville, CT
Ashley McKinney	Administrative Assistant	10/06/2025	Lisbon, CT
Evelyn Munoz	Revenue Collections Clerk	02/26/2026	Norwich, CT
Genevive Nweke	Paraeducator	08/25/2025	Gales Ferry, CT

Paul Schroder made a motion to add to the agenda under suspension of rules 1 to section IV, seconded by Mike Dziavit, all in favor.

IV. Correspondence

1. UBS email

Motion to acknowledge UBS email was made by Paul Schroder, seconded by Mike Dziavit, all in favor.

2. (Formerly 1.) Robert Buckley, City Treasurer, Pension increase memo

Paul Schroder and P&P Board members reviewed City Treasurer's memo and thanked him for preparing memo.

Motion to table this memo and all other memos prepared by Patrick McMahon and Josh Pothier to the April 21, 2026 meeting was made by Chris Golas, seconded by Mary Osten, all in favor.

3. (Formerly 2.) Carlos Revolledo, Custodian – BOE, request to join Employees' Retirement Fund

Evelyn Lopez provided the P&P Board members background information on Mr. Revolledo's request. Paul Schroder and board members discussed/reviewed the circumstances of Mr. Revolledo's request to join the Employee Retirement Pension fund.

Motion to deny request to join was made by Mike Dziavit, seconded by Patrick McMahon, all in favor.

V. Adjournment

Motion to adjourn made by Patrick McMahon, seconded by Mike Dziavit, all in favor. Meeting adjourned at 5:41pm.

Respectfully submitted,

Evelyn Lopez, Secretary