

**PERSONNEL, PENSION AND INSURANCE COMMITTEE****The Metropolitan District**

555 Main Street, Hartford

Monday, July 11, 2016

**Present:** Commissioners Daniel Camilliere, Donald Currey, Kathleen J. Kowalyszyn, Maureen Magnan and Raymond Sweezy (5)

**Absent:** Commissioners Timothy Curtis, Joseph Klett, Byron Lester, J. Lawrence Price and Pasquale J. Salemi (5)

**Also**

**Present:** Commissioner Allen Hoffman  
Commissioner Bhupen Patel  
Scott W. Jellison, Chief Executive Officer  
John M. Zinzarella, Deputy Chief Executive Officer, Business Services  
R. Bartley Halloran, District Counsel  
John S. Mirtle, District Clerk  
Sue Negrelli, Director of Engineering  
Robert Schwarm, Director of Information Technology  
Kelly Shane, Director of Procurement  
Robert Zaik, Interim Director of Human Resources  
Kerry E. Martin, Assistant to the Chief Executive Officer  
Cynthia A. Nadolny, Executive Assistant

**CALL TO ORDER**

Vice Chairman Sweezy called the meeting to order at 4:09 PM

**ROLL CALL AND QUORUM**

The District Clerk called the roll and informed Vice Chairman Sweezy that a quorum of the Personnel, Pension and Insurance Committee was not present.

At that time, the Personnel, Pension and Insurance Committee continued with a discussion.

***Commissioner Curtis entered the meeting at 4:12PM and the District Clerk informed Vice Chairman Sweezy a quorum was now present.***

**PUBLIC COMMENTS RELATIVE TO AGENDA ITEMS**

No one from the public appeared to be heard.

**APPROVAL OF MINUTES**

***On motion made by Commissioner Camilliere and duly seconded, the meeting minutes of June 6, 2016 were approved.***

**RETIREMENT INCENTIVE****EXECUTIVE SESSION**

At 4:14 P.M., Vice Chairman Sweezy requested an executive session to discuss Collective Bargaining Issues.

***On motion made by Commissioner Currey and duly seconded, the Personnel, Pension & Insurance Committee entered into executive session to discuss Collective Bargaining Issues.***

Those in attendance during the executive session:

Commissioners Daniel Camilliere, Donald Currey, Kathleen J. Kowalyshyn, Maureen Magnan and Raymond Sweezy; Attorney R. Bartley Halloran; Scott W. Jellison and John M. Zinzarella; Robert Zaik.

**RECONVENE**

At 4:44 P.M., Vice Chairman Sweezy requested to come out of executive session and on motion made by Commissioner Currey and duly seconded, the Committee came out of executive session and reconvened. No formal action was taken.

**TO:** Personnel, Pension and Insurance Committee for consideration on July 11, 2016

Staff has been reviewing directions by which to continue to decrease operating expenses. We are proposing a second incentive for early retirement. As of December 1, 2016, there will be 56 employees with the combined total of 85 points (up from 35 as of June 1, 2016, last incentive), or Magic Number (Age + Service with no penalty under early retirement) and 4 employees age 65 years or older.

The Retirement Incentive proposed is as follows:

**ELIGIBILITY:**

- District full-time employees who have combined Age + Service of 85 points or greater (Magic Number) as of September 1, 2016; or, October 1, 2016; or, November 1, 2016; or, December 1, 2016;
- District full-time employees who have achieved Normal Retirement Age of 65 years as of September 1, 2016; or, October 1, 2016; or, November 1, 2016; or, December 1, 2016;

**RETIREMENT INCENTIVE:**

Cash incentive of \$ 24,000.00, plus two weeks of salary to those eligible employees, above, who request retirement on January 1, 2017, and for those employees who have the Magic Number or who are 65 years of age at the retirement date requested for the months of September, October, November, December, 2016; or January 1, 2017. Said incentive cash distribution shall be applied as a post-retirement pay-out in addition to any qualifying accumulated but unused time bank balance pay-outs.

**SPECIAL CONDITIONS:**

The retirement incentive above is conditioned upon the following:

- Irrevocable election to participate must be submitted in writing on the prescribed form to the Human Resources Department no later than the close of business Friday, August 12, 2016. Any form received after that date may, at the District's sole discretion and upon demonstration of good cause, be accepted.
- The District reserves the right to cancel this early retirement incentive program if the Chief Executive Officer determines, in his sole discretion, that the number of participants is insufficient to achieve the estimated operational budget savings for Fiscal Years 2016 and 2017.
- This Incentive shall be applied to employees who have the Magic Number or who are 65 years or older at the retirement date requested for the months of September, October, November, December, 2016; or, January 1, 2017.

It is therefore **RECOMMENDED** that it be:

**VOTED:** That the Personnel Pension and Insurance Committee recommend to the District Board passage of the following resolution:

**RESOLVED:** That the Chief Executive Officer is authorized to offer a retirement incentive to eligible employees as described above.

Respectfully Submitted,

Scott W. Jellison  
Chief Executive Officer

***On motion made by Commissioner Currey and duly seconded, the resolution was adopted, by unanimous vote of those present.***

**OTHER BUSINESS**

Vice Chairman Sweezy appointed Commissioner Daniel Camilliere to the Personnel, Pension and Insurance Investment Subcommittee.

**ADJOURNMENT**

The meeting was adjourned at 4:45 PM

ATTEST:

John S. Mirtle, Esq.  
District Clerk

\_\_\_\_\_  
Date Approved