

**Pension Committee
Town of East Windsor
11 Rye Street
East Windsor, CT**

**MINUTES OF SPECIAL MEETING,
April 26, 2011 at 5:30 p.m.**

These minutes are not official until approved at a subsequent meeting.

Members Present: Jason Bowsza, Denise Menard, John L. Burnham, Dale Nelson,
Edward Bowsza, and Thomas Strempher
Members Absent: John Pica-Sneeden, Richard Pippin, and Kathleen Pippin
Others: Catherine Cabral, Linda Dobiecki, and Jorge Casanovas
Press: None

I. Call to Order

Chairman Jason Bowsza called the Regular Meeting to Order at 5:33 p.m., in the East Windsor Town Hall.

II. Minutes Approval

It was **MOVED** (E. Bowsza) and **SECONDED** (Burnham) and **PASSED** (U) that the Pension Committee approves the minutes of December 8, 2010 Special Meeting.

III. Public Comment

None.

IV. Communication

Ms. Cabral indicated that Ms. Linda Savitsky, investment advisor/consultant was unable to attend the meeting; however, she has sent a proposed timeline for the RFQ. A copy of said timeline was given to all Committee Members.

V. Pension Investment Review/Mass Mutual Presentation

Ms. Cabral introduced to the Pension Committee Ms. Linda Dobiecki, Account Manager of Defined Benefit Services Retirement Services at Mass Mutual and Mr. Jorge Casanovas, Senior Relationship Manager/Client Management Retirement Services at Mass Mutual. They gave to all Committee Members their presentation which summarizes the Town of East Windsor's investment options. Along with the presentation, they gave to the Committee Members a

performance analysis as of March 31, 2011. Mr. Casanovas explained what the colors codes on that performance analysis represented: yellow-contract; white-available; and, sand/tan-benchmarks. Before the presentation began, Mr. Casanovas asked if there were any questions. Mr. Edward Bowsza inquired as to what services are provided by Mass Mutual and if anyone from Mass Mutual is giving the Town any type of direction when it comes to investing. Ms. Dobiecki and Mr. Casanovas made comments that Mass Mutual cannot provide specific advice on investments, but to provide data of how investments are performing. Ms. Cabral gave the Committee a brief history on how the Town has been using Mass Mutual for all investments. But recently, it has been debated that the Town unbundling all services and putting the RFQ to bid and splitting the responsibilities of investing and administration. Ms. Menard inquired also about who is advising the Town regarding investments. Ms. Cabral commented that all investments have stayed the same due to the recent unbundling issues. Mr. Casanovas again indicated no specific advice can come from Mass Mutual; it has been this way since he has been with the company for the past eleven years. Ms. Menard also inquired about how investments were chosen in the past. Mr. Casanovas was not sure, but did indicate the Town must have had an independent advisor. Ms. Menard did not recall an independent advisor and commented she has been involved with the Pension Committee for the past twenty years. Ms. Menard wondered if a certain investment was tanking, would Mass Mutual alert the Town. Mr. Casanovas indicated Mass Mutual would relay that information, but would not be able to advisor what action should be taken.

Mr. Casanovas began his presentation referring to the materials that he had given to all of the Committee Members. He began his presentation by discussing the major affiliates of Mass Mutual include Oppenheimer Funds, Inc., Babson Capital Management, LLC, Baring Asset Management Limited, Cornerstone Real Estate Advisors, LLC and First Mercantile Trust. He also mentioned the strength of the company and how the company is being rated by certain agencies. He also mentioned the Mass Mutual Retirement Services, which has been serving retirement plans for 60 years.

Ms. Linda Dobiecki discussed the financial statement which was included in the materials given to the Committee Members. This is the quarterly statement dated March 31, 2011. The statement breakdowns down all of the investments and Ms. Dobiecki explained the figures. The second page of the financial statement is an asset allocation analysis graph also dated March 31, 2011. Ms. Dobiecki also discussed this graph in detail.

A discussion was held regarding the data received.

Mr. Casanovas continued with this presentation discussing U.S. Inflation, Equity Size and Style Returns, S&P 500 Index and GICS Sector Returns,

Developed Markets in the First Quarter of 2011, U.S. Interest Rates, Yield Curves, Bond Market Sector Returns, and Asset Category Leaders and Laggards.

A lengthy discussion was held regarding the investment style analysis as of December 31, 2010 which included Money Market, Fixed Income and International investments.

Mr. Casanovas began discussing the Smart Architecture Investment Program data that was provided to the Committee Members. He discussed Premier Money Market, Premier Short-Duration Bond, and Premier Core Bonds.

After the questions and answers between the Committee and Mr. Casanovas, he summarized his presentation. Ms. Menard suggested inviting Mass Mutual to the next quarterly meeting to discuss this information further after the Committee Members had an opportunity to review all of the data presented to them this evening. It was agreed that Ms. Cabral would do the necessary for the next meeting.

VI. RFP Investment Advisor

Ms. Catherine Cabral indicated that Ms. Linda Savitsky, investment advisor/consultant was unable to attend the meeting; however, she has sent a proposed timeline for the RFQ. The date to issue the RFQ is May 2, 2011, deadline for questions from proposers is May 16, 2011, issue response to questions May 18, 2011, deadline RFQ is June 3, 2011, Interviews week of June 12, 2011, fee proposal/final scope of services June 24, 2011, and effective date August 1, 2011. A discussion was held regarding the responsibilities of the actuary, administrator, and advisor. Mr. Stremper inquired as to holding the July payment until August due to the outcome of the RFQ. Ms. Cabral commented if the Committee wishes, the payment could be held.

VII. New Business

None.

VIII. Adjournment

It was **MOVED** (Burnham) and **SECONDED** (Nelson) and **PASSED** (U) that the Pension Committee adjourns the April 26, 2011 Special Meeting at 6:54 p.m.

Respectfully Submitted,

Denise M. Piotrowicz
Recording Secretary