

**LITCHFIELD PENSION COMMISSION REGULAR MEETING  
TUESDAY, October 8, 2013  
FIRST SELECTMEN'S OFFICE – TOWN OFFICE BUILDING  
7:00 P.M.**

**Minutes**

**Present:** P. Perusse, F. Carpentier, M. Dunn, J. Morosani, J. Manes, Absent: D.T. Wilson, B. Barnes., Also present were Rick Judd, Pat Carlson, and Susan Anderson from Union Savings Bank.

The meeting was declared open at 7:03 PM.

**Previous Minutes:** The minutes of the September 8, 2013 meeting were accepted upon a motion by F. Carpentier and seconded by M. Dunn. All voted in favor.

**Overpayment to Beneficiaries of a deceased retiree:**

P. Perusse notified the Commission that an audit by Union Savings Bank (USB) revealed that there had been overpayments made to the beneficiaries of a deceased retiree. The beneficiaries have been notified, and all future payments have been stopped. The Commission discussed ways to be certain that overpayments would not happen in the future. A motion was made by M. Dunn and seconded by F. Carpentier that USB will make an effort to contact the beneficiaries by phone to ask for the return of the overpayments and will report back to the Commission prior to the next meeting and that at a time period thirty days from the time of notification by phone call, USB is authorized to take appropriate legal action to recover the money. All voted in favor.

**Review of Investment Policy Statement:**

In reference to the Investment Policy (IPS) statement that had been revised at the September 10, 2013 meeting, as part of the Commission's recent decision to have its investment manager use index investing in place of active management, J. Morosani made a motion to further revise the IPS to remove common stocks, corporate bonds, and mortgage backed securities as eligible investments. The motion was seconded by M. Dunn; all voted in favor. J. Morosani made a motion to reduce the minimum allocation to high quality bonds from 30% to 28%. M. Dunn seconded the motion; all voted in favor.

**USB's presentation on managing the portfolio via index funds:**

At the Commission's request, USB made a presentation on ways in which USB might implement the Commission's decision to have the portfolio managed using index funds. Three alternatives were presented, and the Commission offered guidance on what style it would prefer. USB agreed to begin the implementation immediately, subject to liquidity constraints it might encounter while trying to sell the individual bond positions.

**Benefit Elections:**

Theresa Ream, a B of E employee, elected to receive a life annuity without death benefit of \$514.24/mo effective 8/1/2013. Ted Legendre Sr. a Municipal employee elected to receive a life annuity without death benefit of \$4,166.94/mo effective 10/1/2013. Carol Goslee, a Municipal employee elected to receive a joint and 50% annuity of \$671.72/mo effective 8/1/2013. J. Manes made a motion to approve, which was seconded by F. Carpentier and which passed unanimously.

John Walker (deceased), a Merit Services retiree had elected a survivor benefits life annuity. Upon his death, the annuity is to be paid to his surviving spouse in the amount of \$279.86/mo effective 8/1/2013. J. Manes made a motion to approve, which was seconded by F. Carpentier and which passed unanimously.

At 8:35 PM M. Dunn made a motion to adjourn which was seconded by J. Manes. All voted aye.

The next regular meeting of the Pension Commission will be on Tuesday, December 3, 2013 at 7:00 PM.

Respectfully submitted,

John W. Morosani  
Secretary