



**CITY OF STAMFORD**  
**OFFICE OF LEGAL AFFAIRS**  
**HUMAN RESOURCES DIVISION**  
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A meeting of the Trustees for the Custodians' Retirement Fund was held remotely on February 18, 2021 via a Zoom Meeting.

Those in attendance were:

Lee Berta, Assistant Director of Office of Policy & Management (representing Mayor David Martin)	Nikoleta McTigue, Blum Shapiro/CLA	Alfred Cava, Director of Human Resources
David Yanik, Controller (representing Sandy Dennies)	Rebecca A. Sielman, Milliman	Angelo Sestito, Assistant Director of Human Resources
Ryan Fealey, Director of Finance	Yelena Pelletier, Milliman	Alicia Edwards, Benefits Specialist Human Resources
Eugene Molgano, Union President, Trustee	Mark Wetzel, DiMeo Schneider & Associates, L.L.C./FIA	Kimberly Hawreluk, Human Resources Processing Technician
Ronald Racaniello, Trustee	Joe DePalma Jr., Wells Fargo	Paulette DeLeo, Paraeducator Union
Todd Williams, Trustee		Elyse Pastor, Paraeducator Union
James Connors, Trustee		

Alfred Cava, Director of Human Resources called the meeting to order at 11:15 a.m.

- I. A motion to approve the minutes for the meeting on January 14, 2021 was made by Ronald Racaniello and seconded by James Connors. The motion was approved by unanimous consent.
- II. Public Participation: None
- III. New Business:
  - A. Milliman – Rebecca A. Sielman and Yelena Pelletier
    - i. COLA Analysis

Alfred Cava, Director of Human Resources introduced Rebecca Sielman from Milliman in order to present information on an Ad-Hoc COLA increase to the fund.

This information was based on COLA increases provided in past years to members to the plan. Using a workable spreadsheet, Ms. Sielman showed the number of members, the members receiving benefits now, and the City's associated annual contributions. In addition, the spreadsheet was able to control many variables, such as who is eligible for the increase by limiting the benefit amount, or benefit date. It is important to note that the analysis was based on the July 2019 evaluation because the July 2020 information had not been finalized.

At this time, a discussion began regarding the specific requirements to implement an Ad-Hoc COLA. Alfred Cava stated he would check with pension counsel and look into the contract language, charter and plan documents which speak to the conditions that would need to be in place regarding an Ad-Hoc COLA.

ii. Annual Benefit Statement Proposal

Alfred Cava, Director of Human Resources reviewed the proposal submitted by Milliman with the Trustees and provided a general overview of what the benefit statements would look like and the related costs.

Rebecca Sielman from Milliman provided additional information on how the benefit statements are both informative and beneficial to participants. Most importantly, benefit statements are helpful to members on building awareness on the pension plan and how it works. The form itself can include as much or as little as requested, including text or general statements. The content and format can be modified to best suit the needs of the fund. It is important to note that the information is based on data received each year for the annual fund evaluation; the statements would be an add-on process.

The Trustees discussed distribution timeframes, specifically if the statement should be sent out annually or semi-annually. It was determined that best practice was to include an annual statement. In addition, the Trustees requested clarification on what entity was responsible for payment and distribution of these statements. To which Director Cava indicated that providing pension statements is not the responsibility of The City of Stamford rather it is the responsibility of the Fund.

Rebecca Sielman confirmed that the proposal includes producing the statements, but Milliman would rely on The City of Stamford to distribute to members, which would be distributed annually between February and March.

James Connors made a motion to approve the Annual Benefit Proposal Statement pursuant to the February 2, 2021 proposal by Milliman presented to begin to produce annual benefit statements for participants. The motion was seconded by Ronald Racaniello. The motion passed unanimously.

After the vote was noted for the record, Director Cava indicated that he would accept input on the content and format from Trustees and present a draft of a benefit statement for the next meeting.

B. Review F2020 Pension Fund financial statements (final draft) – Nikoleta McTigue, Blum Shapiro/CLA

David Yanik, Controller for The City of Stamford introduced Nikoleta McTigue from Blum Shapiro/CLA who reviewed the audit highlights and some financial highlights for the Custodians' Retirement Fund, which included the Statement of Net Position, Statement of Changes in Net Position and Notes to the Financial Statements as of June 30, 2020. Also reviewed was the Net

Pension Liability comparative history of the financial statements. Based on the audit work an unmodified opinion was expressed, which was reported to be the best opinion available, in addition there were no witnesses on controls on the financial reporting.

Ronald Racaniello motioned to approve the audit statement presented. The motion was seconded by Todd Williams. The motion passed unanimously.

C. DiMeo Schneider & Associates, L.L.C./Fiduciary Investment Advisors – Mark Wetzel

Mark Wetzel appeared before the Trustees to provide an overview of the Custodians' Retirement Fund Quarterly Investment Review. Topics of note were the Fourth Quarter 2020 transactions, which shows the rebalancing and fund raising voted on at various times throughout the quarter. Additional topics reviewed, included: Fiduciary Governance Calendar, Capital Markets Overview and a review of the Portfolio and Portfolio Managers.

Mark Wetzel indicated that the portfolio is reasonably balanced between less-risk and less-return and is in a good place with an expected return of 6.6% with a funded ratio of 92%. Overall, the plan has been doing well with great performance and a great year.

According to the report, the plan started the year at 80 million, with a slight net loss, the plan still made 16 million and ended the year at 95 million. Therefore, the Fourth Quarter was up 13.6% overall, Benchmark was up 11.4%. In addition, for the calendar year the fund was up 20.6% overall, and Benchmark was up 14.4%, which is 600 points above benchmark.

Based on the report, Mark Wetzel indicated that over the last year most portfolio managers were top quartile, which resulted in the 20.6% return for the calendar year. Therefore, at this time there are no recommendations.

It is important to note that during this presentation Mark Wetzel confirmed with Controller, David Yanik that the third and final employer contribution was made by The City of Stamford on February 11, 2021.

D. Wells Fargo Report – Joe DePalma, Jr.

Mr. DePalma, Jr. reviewed the Administrative Report for January 2021. Overall, the fund had a gain for the month and continues to show a gain for the fiscal year. According to the report, the fund currently has cash available for three to four months of payments.

E. Custody & Pay Agent RFP Discussion

Director of Human Resources, Alfred Cava appeared before the Board to provide a summary of the Request for Proposal, RFP process for Municipal Pension Investment Custody and Pay Agent Services. Director Cava explained that The City of Stamford will be working with Christopher Foster, a Consultant from Procyon Partners, LLC. Director Cava explained that the RFP would be released today and be open to proposals and qualified bidders for three weeks. At which time, the results of the RFP evaluation will be shared with the selection committee by mid-march for individual Boards to review and put to a vote at a later date.



J. Bills:

- i. City of Stamford Invoice# 123120-C \$780.69  
(Payroll Processing Fees: October, November, December 2020)

James Connors motioned to approve payment of Invoice# 123120-C payable to The City of Stamford. The motion was seconded by Ronald Racaniello. The motion was approved by unanimous consent.

- ii. Milliman Invoice# 0054SCM1220 \$8,137.50  
(Quarterly Retainer Fees & Benefit Assistance)

The Trustees discussed the Milliman Invoice, specifically the associated Benefit Assistance Charges. Yelena Pelletier from Milliman provided additional information to the Trustees regarding the invoice charges. According to Ms. Pelletier, the \$200 fee is for processing Return of Collection requests and the \$400 fee is for processing Retirement requests.

This discussion then prompted the Trustees to inquire about one of the charges for a retirement request for Steven Summa. At which time, Alfred Cava, Director of Human Resources informed the Trustees that with the assistance from the auditors at Milliman it was determined that Mr. Summa did not meet the minimum years of service requirement to qualify for a retirement benefit. However, Mr. Summa does qualify for a return of contributions benefit. According to Director Cava, Mr. Summa is aware of this information and has the required documentation to make that request.

No actual vote was taken. Therefore, Milliman Invoice# 0054SCM1220 will be included on the Agenda for the March 11, 2021 meeting.

- iii. Wells Fargo Invoice# 13162059 \$2,938.12  
(Period Fees: 10/01/2020 – 12/31/2020)

James Connors motioned to approve payment of Invoice# 13162059 payable to Wells Fargo. The motion was seconded by Ronald Racaniello. The motion was approved by unanimous consent.

At this time, Alfred Cava opened up the meeting to the Trustees in order to discuss any additional business. Trustee, James Connors requested to add another category to the Agenda moving forward, titled, 'Old Business' in order to reference tabled items or other issues requiring updates. For example, if an item were to be tabled at a meeting then that item should be listed on the following month's Agenda under 'Old Business'. Alfred Cava, Director of Human Resources indicated the new category would be added to the March 11, 2021 Agenda.

Ronald Racaniello motioned to adjourn the meeting. The motion was seconded by James Connors. The motion was approved by unanimous consent. Alfred Cava adjourned the meeting at 12:23 p.m.

The next meeting of the Trustees for the Custodians' Retirement Fund is scheduled for Thursday, March 11, 2021 at 11:00 am.