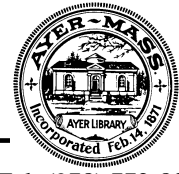


Town of Ayer

Benefits and Payroll Department

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Memorandum

Date: January 15, 2015
To: Town Administrator Robert Pontbriand
From: Kevin A. Johnston
Subject: Monthly Report – December 2014

The December monthly report for the Benefits and Payroll Office includes:

- Great West SMART Plan – SMART Plan representative Jim Begley visited on December 18th. During his visit information about local administration of the SMART plan was provided and Mr. Begley met with several employees to advise them about their participation in the Mass Smart Plan deferred compensation program.
- MUNIS Training Webinar – I was able to participate in a training webinar about W2 Processing conducted by the Payroll Support staff. The information from the webinar will be helpful in producing W2's in January.
- Senior Health Plans – Enrollment changes for Senior Health Plans for retirees and their spouses and individual plan rate changes for calendar year 2015 were processed for an effective date of January 1, 2015.
- Minuteman Nashoba Health Group (MNHG) Board of Directors Meeting – The MNHG Board of Directors met in December to discuss the following:
 - Wellness programs – The MNHG Wellness Coordinator updated the group on the wellness programs available for MNHG members. A meeting to establish a wellness program in Ayer is scheduled for January.
 - Rate Changes for FY2016 – Rates for FY 2016 are in process and should be available by late February. Group Benefits Strategies will keep the Board informed of progress on this.
 - Out of Pocket Maximum Limit Changes – Changes to Out of Pocket Maximum Limits that are mandated by health care reform legislation are being studied by GBS. A Steering Committee meeting is scheduled in January to discuss this further. More information will be provided following the January meeting.
- Middlesex County Retirement System (MCRS) Advisory Council Meeting – I attended the MCRS Advisory Council meeting. Topics discussed at the meeting included investment performance, an actuarial update of the Retirement System, distribution of Retirement assessments for fiscal years 16 & 17, an update of the System software conversion and an update on Retirement System litigation.