

# Town of Ayer

## Benefits and Payroll Department

1 Main Street – Ayer, Massachusetts - 01432  
Kevin A. Johnston, Benefits and Payroll Manager

Tel: (978) 772-8248  
Fax: (978) 772-3017



## Memorandum

**Date:** April 19, 2016  
**To:** Town Administrator Robert Pontbriand  
**From:** Kevin A. Johnston *KAS*  
**Subject:** Monthly Report – March 2016

The March 2016 monthly report for the Benefits and Payroll Office includes the following:

- Long Term Disability Insurance – Boston Mutual Life Insurance Company was selected to provide voluntary LTD benefits for Town employees. The Boston Mutual LTD program has a rate structure that will provide current LTD subscribers with a rate reduction and provide competitive rates for new subscribers. An open enrollment for the new LTD program and the current life insurance benefits program is being planned.
- Middlesex County Retirement System Reporting – Middlesex County Retirement wage and pension contributions for calendar year 2015 were finalized and reconciled. The Middlesex County Retirement System will inform the Town when to begin 2016 reporting for reconciliation. In addition to online reporting, new member enrollment packets will be delivered to Middlesex County Retirement via a secure Employer Self Service portal effective April 2016.
- Health Benefits – The annual health benefits open enrollment period is during the month of April. A Benefits Fair is scheduled for April 14<sup>th</sup> from 1:00 – 3:00 pm in the Great Hall in Town Hall. Representative from Fallon Health Plans, Harvard Pilgrim Health Care, Tufts Health Care, Altus Dental Insurance, Abacus Health Group, Boston Mutual Life Insurance, Nashoba Valley Medical Center, and the Minuteman Nashoba Health Group Wellness Program will be on hand to assist with enrollments and answer any questions.
- Dental Benefits – Altus Dental Insurance rates have been reduced by 4.62% for the FY 2017 plan year that begins on June 1, 2016. Employees participating in the voluntary dental benefits program will see a bi-weekly payroll deduction decrease between \$1.20 for Individual enrollments to \$3.23 for Family enrollments; although the premium decrease is not substantial in terms of dollars, it is always good for employees to have a reduction in payroll deduction amounts.
- Personnel Board – The DRAFT CORI Policy was delivered to the Personnel Board at their March meeting; some changes in wording were recommended and the updated CORI Policy will be presented at the April Personnel Board meeting for their consideration.