

Town of Ayer

Benefits and Payroll Department



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Memorandum

Date: March 19, 2018

To: Town Administrator Robert Pontbriand

From: Kevin A. Johnston *KAS*

Subject: Monthly Report – February 2018

The February 2018 monthly report for the Benefits and Payroll Office includes the following:

Harpers Payroll Services – Input and compilation of Affordable Care Act (ACA) data for employees and retirees was completed in Harper's Payroll for delivery of IRS Form 1095-C to benefits eligible employees and retirees.

Middlesex County Retirement System – Arrangements to have Middlesex County Retirement System staff visit the Town of Ayer on March 7th to meet with employees about selection of an Option D Beneficiary for retirement benefits is scheduled for the Community Room at the Ayer PD. Ayer will host a Middlesex County Retirement Regional Training Seminar on Thursday, September 6, 2018 in the Great Hall at Town Hall.

MASS SMART Plan Deferred Compensation Plan – Mr. James Begley, Account Representative visited Ayer on February 22nd to meet with employees about participation in the SMART Plan Deferred Compensation plan. The Community Meeting Room at the Ayer Police Department was used for meetings with individual employees about this important retirement planning benefit.

Voluntary Employee Benefits Plans – A representative from The Enrollment Network will be in Ayer on Thursday, March 1st to meet with employees hired since spring 2017 about enrollment in voluntary LTD, STD, Term Life, Whole Life and Accident Insurance.

Minuteman Nashoba Health Group (MNHG) – Health insurance rates for FY 2019 were approved by MNHG; Tufts Health Plan HMO is increasing 5%; Harvard Pilgrim HMO is increasing 8% and Fallon Health Plan HMO is increasing 9.5%, these new rates are effective beginning June 1, 2018. In addition to the current health plans offered, a new High Deductible Health Savings Account (HAS) eligible plan will be available for the first time in FY 2019. These plan offer a premium that is less than the current HMO rates. Information about these new plans will be provided to employees in April.

Senior Work Off Program – The Senior Citizens Property Tax Work-Off Program kicked off in February for calendar year 2018. The program provides opportunity for eligible Senior Citizens to earn up to a \$1,500 reduction in property taxes in FY 2019 in exchange for working a number of hours for the Town. The program continues to grow each year and is beneficial to both the Senior Citizen participants and the Town.

Employee Training and Development – Staff from the MIIA Employee Assistance Program delivered a training program *Performance Discussions: Timely Feedback and Performance Appraisals* for the staff on February 20th. Employee from Ayer and surrounding communities attended.