Rowe Finance Committee
September 18, 2018
6:30 P.M. at Rowe Town Hall – Meeting Room 1 & Selectmen's Office

Present: Chair Wayne Zavotka, Vice-Chair Loretta Dionne, Christopher "Selmi" Hyytinen, Paul McLatchy III, Laurie Pike
Selectmen: Chair Jennifer Morse, Vice-Chair Dennis May, Selectman Chuck Sokol
Executive Secretary: Janice Boudreau
Other Attendees: None

Call to Order: Chair Zavotka called the meeting to order at 6:33 P.M., with a quorum of the committee present.

Welcome: Chair Zavotka welcomed newly appointed members Selmi Hyytinen and Laurie Pike. Mr. Hyytinen and Ms. Pike were write-in candidates at the annual election. They won their respective seats, but were ineligible until the bylaw approved at town meeting was accepted by the Attorney General's office. The bylaw was approved in early September, and they were appointed by the Selectmen on recommendation from the Finance Committee. They will serve until the election in May.

Employee Health Insurance: The Selectmen appointed an insurance review committee, but a complaint was lodged by a resident in town, challenging the membership as several of the members or their spouse received benefits from the town. Selectman May received a response from the Ethics Commission on the matter, who advised that those members should not be involved in any way. The Selectmen are now looking into doing the work themselves, rather than an appointed committee.

Research has been done on whether Rowe has been in compliance with state laws when it decided to raise its portion of the insurance costs to 85%. Unless certain general laws are accepted by the town, it is prohibited from paying more than 50%. It seems that all votes can be found except for the actual vote to raise the covered portion from 75% to 85%. The minutes from approximately 1990 to 2007 were archived on old floppy disks, and they are unable to be read. The Selectmen are working with I.T. to try and read them. Ms. Boudreau said that the current odds that they can be read are "a definite maybe".

Selectman Sokol has a spreadsheet of all employees currently on town plans, including the individual plan and cost. There are currently 24 plans through active employees and 24 plans for retirees on the rolls. He is going to try and update the list to see what the costs would be if the town changed to different percentages, as well as cross-referencing each change with the employee's salary to see how much of an impact it would have on different people. He will also be working on adding in historic data to try and make some projections for future costs.

Chair Zavotka raised the question about whether the town can or can't continue on at the current rate. He believes that the rates other towns pay should not be taken into consideration when considering Rowe's policy and that Rowe may be capable of paying the higher rate. He wants to know if there is a significant debilitating impact on the budget if we continued at the current rate.

Chair Morse reported that she had spoken with Parker Ellmore at Odyssey Advisors regarding OPEB (Other Post-Employment Benefits) financing. This would cover retirement benefits other than pensions.

Ms. Boudreau raised a question about administrative employees with the North Berkshire School Union and Mohawk central offices. These employees can elect to be on Rowe's coverage, with Rowe being reimbursed by other towns for their percentages. However, when they retire, it's not clear if they will be covered by all towns, and how much Rowe will be on the hook for. Hopefully this will be discussed at an upcoming meeting with the NBSU administration and then at some point with Mohawk.

Mr. Hyytinen asked about the quality of plans and whether the Hampshire Insurance Trust is the best option for the town. Ms. Boudreau reported that she had been very impressed with the operations and management of the organization. She has also heard positive feedback from other towns. There are other options that could be researched, but past research on the subject has repeatedly led to the Trust.

County Road: Chair Morse met with Bob Dean from FRCOG about petitioning the executive committee to transfer County Road to town ownership. There are currently four plots of land up for sale near the middle of the road, which is not currently maintained in the winter. If someone purchased the plans and built a dwelling, the town would be required to plow the road during the winter. The road is not able to be plowed as it is too narrow and would require a great deal of work to get it to that point.

Estimates range for $80,000 for an engineering study, and at least another $170,000 for work to begin, though this number could be much higher. The lots are being sold for $30,000 for two, or $45,000 for all four. The question is whether the town might be better off buying the lots and in the near future avoid the need to improve the road. However, there are other buildable lots on the road that could pose the same problem in the future at greater expense.

As there are many "what ifs" in this scenario, the Finance Committee declined to make a recommendation, and the Selectmen did not take any immediate action.

Budget Calendar: The two boards reviewed last year's budget calendar. There will be a Budget Advisory Group meeting on October 10th at 6:30 and an all-boards meeting on November 5th. Other than changing the budget due date from November 15th to November 30th, the budget calendar remained largely unchanged. Both boards seemed to be in agreement that the process that was used last year worked well, and will be followed again this year. The two boards will

meet jointly with other departments and discuss the budget, but render separate recommendations.

Capital Improvement Plan (CIP): Chairs Morse and Zavotka will be meeting with Joe Markarian from FRCOG to discuss progress on the CIP. They will have an update for the next meeting.

Broadband Borrowing: Municipal Light Plant Manager David Dvore sent both boards his outline for broadband expenses. To simplify, the town will need to borrow approximately $600,000 by the end of the project. The total project is estimated at $1.8 million, though this number could end up lower. It is unlikely, but not impossible, for it to be higher. This number is more-or-less a worst case scenario. Stringing of the fibers will begin in December, and hopefully be up and running around summer of 2019.

> Mr. Hyytinen stated that there is a public perception that the town will be profiting off of this program/network. While there is a possibility that Rowe might receive some money back if the WiredWest cooperative is profitable, there is no guarantee. The town could choose to assess additional fees, but this was not discussed in depth. This will need to be clarified to the townspeople.
>
> No action was needed from the Finance Committee, as the Board of Selectmen have already been given approval to borrow. They simply wished to keep the Finance Committee in the loop, which was appreciated by the members.

Moved: The two committees ended their joint meeting at 8:30, and the Finance Committee moved to the selectmen's office.

Minutes: The minutes of June 27th and July 6th were presented. A motion was made to approve each set as written, which was seconded. The vote was 3-0-2 in favor, with Mr. Hyytinen and Ms. Pike abstaining as they were not members at the time.

Capital Assets: Continuing off of a comment made during the joint meeting, Mr. Hyytinen suggested looking into how departments can maintain their capital assets to prolong the life expectancy. For example, the Fire Department is looking into whether it might be better to lease fire trucks, which would be replaced every ten years. This would avoid expensive maintenance costs on older vehicles (most of the current vehicles are at least ten years old, and there is a tanker from the 80s.) This idea was well-received. Mr. McLatchy will draft a letter to send to departments. The letter will be sure to include gratitude for their efforts, but also look to explore new ways of expanding the life of items.

Organization: Mr. McLatchy suggested that now that the committee has a full complement of members, it may be useful to elect a vice-chair. Before, if the chair was unable to be present, the committee lacked a quorum and could not meet. A motion was made by Mr. McLatchy to elect a vice-chair and nominated Ms. Dionne for the position. The motion was seconded by Mr. Hyytinen, and passed unanimously.

Next Meeting: The Finance Committee will meet as part of the Budget Advisory Group on October 10th at 6:30, and as part of an all-boards meeting on November 5th.

Adjourn: A motion was made by Chair Zavotka and seconded by Vice-Chair Dionne to adjourn the meeting at 8:56 P.M. The vote was 5-0-0 in favor.

Respectfully Submitted,
Paul McLatchy III, Secretary

Approved: 10/10/18

Wayne Zavotka
[redacted] Chairman
Wayne Zavotka

Loretta Dionne
Loretta Dionne, Vice-Chair

Paul McLatchy III, Secretary

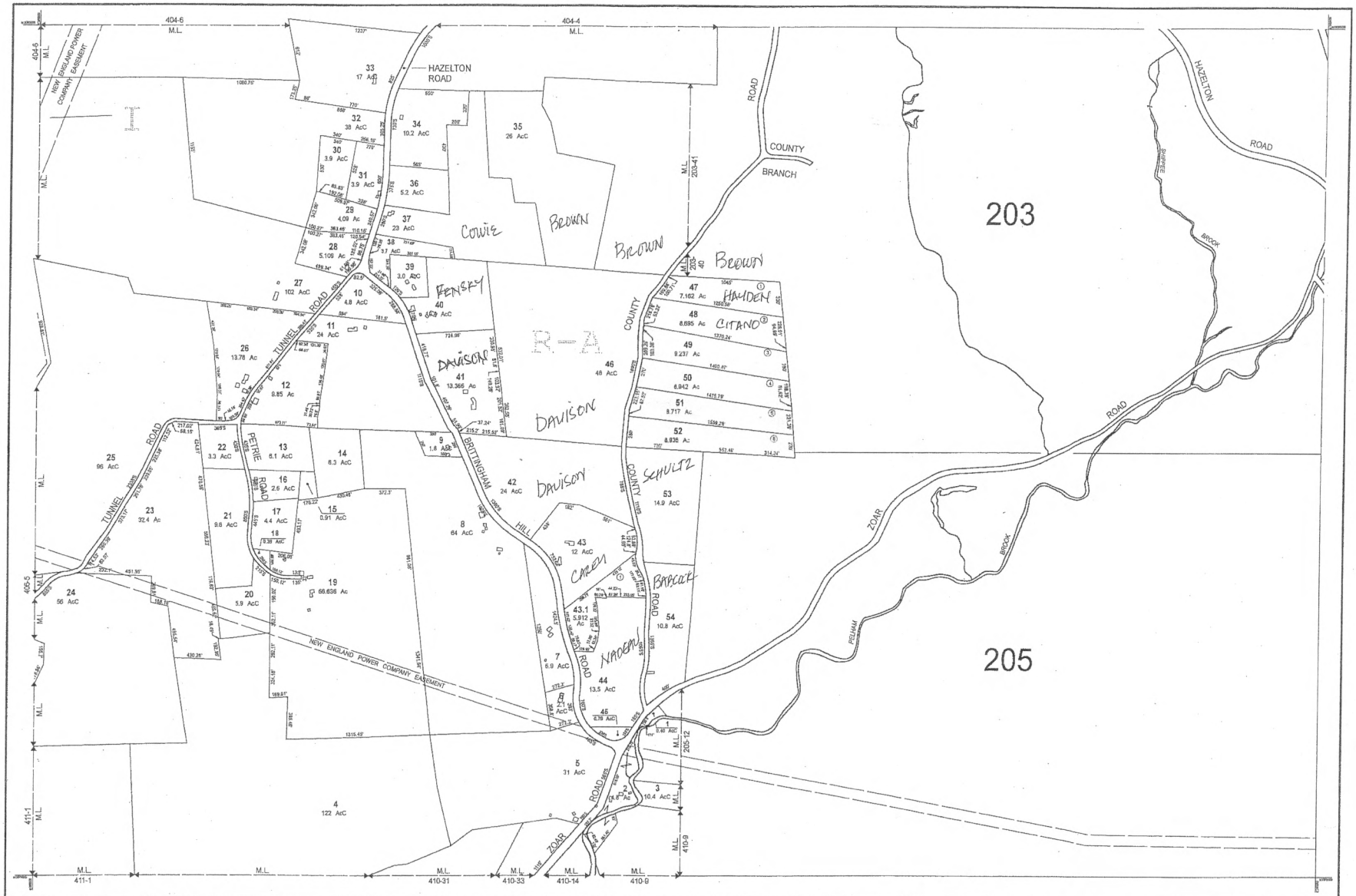
Christopher "Selmi" Hyytinen, Member

Laurie Pike
Laurie Pike, Member

Attachments:

- Broadband Borrowing Projections
- County Road Property Map
- OPEB Pamphlet from Odyssey Advisors
- Mass General Laws Listing Relating to Health Insurance
- Budget Calendar
- Department of Revenue Suggested Budget Process Document
- Municipal Workshop Series Provided by FRCOG

Date	item	Admin/misc	Pro services	Pole licensing	new poles & conduit	hut	network	drops	Expense	grant	Rowe share	Income	Balance
to date july 2018									$0.00	$352,000.00	$559,000.00	$911,000.00	$911,000.00
to date july 2018	pole bonds			$6,000.00					$6,000.00			$0.00	$905,000.00
to date july 2018	pole apps			$74,974.76					$74,974.76			$0.00	$830,025.24
to date july 2018	make-ready Vz			$109,606.24					$109,606.24			$0.00	$720,419.00
to date july 2018	make-ready NG			$258,115.58					$258,115.58			$0.00	$462,303.42
to date july 2018	travel	$2,089.04							$2,089.04			$0.00	$460,214.38
to date july 2018	professional services	$24,830.96							$24,830.96			$0.00	$435,383.42
Aug - March 2019	travel	$2,000.00							$2,000.00			$0.00	$433,383.42
Aug	MR NG app 4			$24,179.45					$24,179.45			$0.00	$409,203.97
Aug	WG&E		$16,248.96						$16,248.96			$0.00	$392,955.01
Aug	Registry - easements				$375.00				$375.00				$392,580.01
Aug	Asplund/DMR				$14,572.26				$14,572.26			$0.00	$378,007.75
Aug	Burke /DMR				$43,910.91				$43,910.91			$0.00	$334,096.84
Aug	FRCOG for procurement				$768.75				$768.75				$333,328.09
Aug-Oct	Danek/ Davenp rd				$23,000.00				$23,000.00			$0.00	$310,328.09
Aug-Oct	WGE BOM Daven rd				$1,539.53				$1,539.53			$0.00	$308,788.56
Aug-Oct	Cross Rd 2 poles				$4,000.00				$4,000.00			$0.00	$304,788.56
Aug - Feb	Police detail						$50,000.00		$50,000.00				$254,788.56
Aug - Feb	Contingency	$50,000.00							$50,000.00				$204,788.56
Sep-Nov	hut					$50,009.00			$50,009.00			$0.00	$154,779.56
	equipment					$120,000.00			$120,000.00			$0.00	$34,779.56
	generator					$20,000.00			$20,000.00			$0.00	$14,779.56
Dec	WGE BOM fiber						$137,858.11		$137,858.11			$0.00	($123,078.55)
October	grant disbursement								$0.00	$77,000.00		$77,000.00	($46,078.55)
Dec	MR overrun reimbursement								$0.00	$201,042.48		$201,042.48	$154,963.93
Dec-Feb	WGE OPM		$66,000.00						$66,000.00			$0.00	$88,963.93
Dec-Feb	Fiber constr						$373,000.00		$373,000.00			$0.00	($284,036.07)
Jan-March	drops							$292,000.00	$292,000.00			$0.00	($576,036.07)
February, 2019	final state disbursement								$0.00	$11,000.00		$11,000.00	($565,036.07)
Jan-March	insurance	$6,000.00							$6,000.00			$0.00	($571,036.07)
jan-March	pole license fee	$15,000.00							$15,000.00			$0.00	($586,036.07)
									$0.00			$0.00	($586,036.07)
									$0.00			$0.00	($586,036.07)
									$0.00			$0.00	($586,036.07)
		$99,920.00	$82,248.96	$472,876.03	$88,166.45	$190,009.00	$560,858.11	$292,000.00	$1,786,078.55	$641,042.48	$559,000.00	$1,200,042.48	



THIS MAP IS FOR ASSESSMENT PURPOSES. IT IS NOT VALID FOR LEGAL DESCRIPTION OR CONVEYANCE.

THE HORIZONTAL DATUM IS THE MASSACHUSETTS STATE PLANE COORDINATE SYSTEM, NAD 83.

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LEGEND

AREA SURVEYED	Ac	EXEMPT PROPERTY	(E)
AREA CALCULATED	AcC	SUBDIVISION LOT NO.	(1)
RECORD DIMENSION	100'	RIGHT OF WAY/ACCESS	
SCALED DIMENSION	100'S	COMMON OWNERSHIP	OR
MATCH LINE	M.L.	WETLANDS	
WATER	-W-		

SCALE: 1" = 400'
FEET 400 200 0 400 800 1,200
METERS 100 50 0 100 200 300

REVISED TO: JANUARY 1, 2017

PROPERTY MAPS
ROWE
MASSACHUSETTS

INDEX DIAGRAM

MAP NO.
407

Odyssey ADVISORS

GASB75

Introduction & Notable Changes

Parker Elmore, ASA, MAAA, EA, FCA
Kurtis Thompson

What Type Of Plan Do You Have?

The three most common are Single Employers, Agent Employer and Cost Sharing Employers. There are additional scenarios such as a "special funding situation" which would require additional calculations beyond what is detailed here.

A Single Employer Plan

This is an OPEB Plan where the benefits are provided to the employees of only one employer.

An Agent Employer Plan

This is an OPEB Plan where assets are pooled for investment purposes but segregated so each employer's share is legally only available to pay the benefits of their own employees.

A Cost Sharing Plan

This is an OPEB Plan whereby the OPEB Obligations of multiple employers are pooled and any plan assets are available to pay the benefits of any employer participating in the OPEB Plan.

How Does This Impact The Employer's Financial Statement

As noted earlier, this new statement is effective for fiscal years beginning on or after June 15, 2017 (GASB 74 is effective for OPEB Plans one year earlier – June 15, 2016). The key issues with this new Statement are calculation of the Net OPEB Liability ("NOL") and the Net OPEB Expense ("NOE"). The calculations will be somewhat familiar in that we will use an Actuarial Cost Method to determine the Total OPEB Liability ("TOL") and the associated Service Cost. Additionally, we will now have additional deferred inflows & outflows in our Net OPEB Expense calculation:

Net OPEB Expense = Service Cost + Interest on NOL + current period benefit changes + recognition of deferred outflows – recognition of deferred inflows – expected earnings on plan investments

What Is My Actuarial Cost Method?

To standardize OPEB reporting and make OPEB liabilities more easily comparable between different plans, GASB 75 requires that all liabilities be valued using the "Entry Age Normal" methodology vs. the choice between several methodologies previously allowed. For those switching to this methodology from "Unit Credit" or "Projected Unit Credit" this will tend to modestly increase disclosed liabilities for active employees with a slight reduction in the Service Cost.

Have Questions About The New GASB OPEB Statement?

CALL US AT **(855) 401-GAIN**

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New accounting rules for public other postemployment benefit plans to replace GASB 45 will take effect in 2018 for most plan sponsors. To ensure a successful transition to the new standards, you will need to understand various new concepts (largely mirroring those found in GASB 67/68) and new terms. Odyssey will be providing a series of white papers on this subject which will review these topics in some detail. We begin with "GASB 75 – Introduction & Notable Changes" to provide a high-level overview as well as to outline key issues related to the transition to the new Statement.

The Governmental Accounting Standards Board (GASB) has released GASB 75 "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions" - a new accounting standards for public Other Post Employment Benefit (OPEB) plans which will replace GASB 45. These Statements largely mirror recent changes to pension accounting made under GASB 67/68 and will significantly alter the measurement and reporting standards previously in place under GASB 45. This new Statement will move accounting for OPEB to the balance sheet and income statement from the notes disclosure, bringing more focus onto OPEB liabilities and related outflows/inflows. Implementation of these Statements is required for fiscal years beginning after June 15, 2017.

Odyssey has established a working group that is reviewing the new Statements, issuing guidance on how to best transition to the new Statements, determining the impact on our client's liabilities and expenses and evaluating strategies for pre-funding and financial statement recognition.

Upcoming Work Group Updates

- Long-term expected rate of return and money-weighted rate of return
- Recognition of deferred inflows and outflows
- Calculation of Net OPEB Expense
- Crossover date projections
- Valuation, Measurement, and Reporting dates and their interaction

What Is Changing?

The biggest change under GASB 75 will be moving the OPEB Obligation to the plan sponsor's balance sheet vs. the notes in the financial statement. This is being done with a series of new terminology which largely replaces currently familiar terms:

- Total OPEB Liability -replaces Actuarial Accrued Liability (AAL)
- Fiduciary Net Position - replaces Plan Assets
- Net OPEB Liability - replaces Unfunded Actuarial Accrued Liability (UAAL)
- Deferred Inflow & Outflows – amortization of variations from expected (changes in assumptions, demographics and investment returns)

For the latest information on the new GASB OPEB statements

VISIT US ONLINE AT **OdysseyAdvisors.com**

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What Is My Discount Rate?

Much like GASB 68, the choice is discount rate will be based on the plan's funding & investment policy. Many plan sponsors with unfunded or limited funded OPEB Plan use a discount rate of 3.0% to 4.0% and those with funded plans use a discount rate in the 6.5% to 8.0% range.

Under GASB 75, the discount rate will be determined to be more closely tied to the funding situation of the plan. For years in which the projected fiduciary net position is expected to be sufficient to fully fund projected benefit payments, the benefit payments may be discounted at the long term assumed rate of return for the plan's blended mix of assets. For years in which the projected fiduciary net position is not expected to be sufficient to fully fund projected benefit payments, the benefit payments will be discounted using the yield for a 20-year tax free municipal bond index rated AA/Aa (or equivalent) or higher. As of the writing of the paper (08/01/15) the S&P municipal bond 20 year high grade index has a yield of 3.66%.

This methodology creates a "crossover date" which will vary by plan sponsor and valuation before which the discount rate is the return on assets and after which the municipal bond index rate is used. The resulting present value is then used to calculate a single equivalent discount rate selected to produce the same actuarial present value. This single equivalent discount rate becomes the plan discount rate for the GASB 75 valuation.

The long term rate of return on assets must be calculated using the money weighted rate of return based on the historical return and mixture of the asset classes invested in by the plan. The calculation of this rate must be presented in the disclosures.

What About Small Employers?

While a plan with under 200 covered participants was required to have a valuation performed triennially under GASB 45, GASB 75 requires all plans to have a valuation done at least biennially regardless of size. The Alternative Measurement Method ("AMM") will still be permitted for plans with fewer than 100 covered participants.

What Is My Measurement Date, Valuation Date, and Reporting Date?

In order to begin the calculation of Total OPEB Liability a measurement date and actuarial valuation date must be established. The measurement date is the date at which the plan's net OPEB liability along with disclosures and related ratios are determined and must be within 30 months prior to the reporting date rolled forward to the reporting date. The actuarial valuation date may be any date up to one year and one day prior to the reporting date with the actuarial results projected from the valuation date to the reporting date. The reporting date must be the plan's fiscal year end. The projection from the valuation date to the reporting date must reflect any source of material impact between the valuation date and the reporting date. This includes any expected increase in premiums for coverage and any upcoming benefit changes agreed upon before the reporting date.

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What Is My Actuarially Determined Contribution?

GASB has recognized that the Annual Required Contribution (ARC) is not necessarily the best approach to accounting for OPEB benefits. Therefore, the ARC is no longer be the funding standard for a plan and a new Actuarially Determined Contribution (ADC) will be used as the funding standard for the plan. The ADC will be calculated by the actuary and must be a reasonable and actuarially based method for recognizing benefits earned during the present fiscal year and benefits previously earned but not yet reflected in the Net OPEB Obligation.

Are There New Disclosures?

New disclosures will be required under GASB 75 similar to those added for GASB 68. They include ten year schedule of changes to the Net OPEB as well as various components of OPEB liability, expenses, and related ratios. There will also be new disclosures detailing deferred outflows/inflows of resources from the plan. These will be included to help show what factors are influencing plan liabilities over time and will also draw attention to the funded status of the plan. Examples of these schedules will be published in a future white paper.

If you have any questions about what the GASB 75 rollout will mean for you or would like more information, please contact your Odyssey Advisors representative.

Parker Elmore, ASA, EA, MAAA, FCA is a consulting actuary in both the Las Vegas & Connecticut offices of Odyssey Advisors. Contact him at pelmore@odysseyadvisors.com.

Kurtis Thompson is an actuarial consultant in the Connecticut offices of Odyssey Advisors. Contact him at kthompson@odysseyadvisors.com.

Section 7: Premiums; withholding, contribution; direct payment

Section 7. (a) With respect to any period of insurance which is in effect for an active or retired employee and dependent there shall be withheld from each payment of salary, wages, other compensation, pension or retirement allowance, subject to the provisions of section nine A, fifty per cent of the premium for the insurance of the employee and his dependents and the governmental unit shall contribute the remaining fifty per cent of such premium. The governmental unit shall also contribute fifty per cent of any additional premium which may be required for coverage of an employee's dependent child who is nineteen years of age or over and mentally or physically incapable of earning his own living.

(b) If an employee is entitled to receive, during a calendar month, salary, wages or other compensation, and the premium has not been withheld from said salary, wages or other compensation, he may continue his insurance in effect by paying directly to the governmental unit the premium which would otherwise have been deducted from his salary or wages and said governmental unit shall contribute the remaining fifty per cent of the cost of the premium. If an employee is not entitled to receive salary, wages or other compensation for a calendar month, for purposes of this chapter, he shall be deemed to have been granted a leave of absence without pay, and shall make payment for the entire cost of his insurance to the governmental unit as aforesaid, and there shall be no contribution by the governmental unit for such employee's insurance. If an employee is not entitled to receive salary, wages or other compensation for any calendar month, due to illness of such employee and not because of illness of his immediate family, for purposes of this chapter he shall be deemed to have been granted sick leave without pay, and subject to the rules and regulations of the appropriate public authority, said employee shall make payment for fifty per cent of the cost of his insurance to the treasurer of the governmental unit, and such governmental unit shall contribute the remaining fifty per cent of said premium.

(c) All amounts withheld from an employee's salary, wages or other compensation as provided in paragraph (a) of this section and all amounts paid by an employee as provided in paragraph (b) of this section and all amounts withheld from retired employees as retirement allowances under the provisions of section nineteen A of chapter thirty-two together with the contribution of the governmental unit as provided in paragraph (a) shall be paid by the treasurer of the governmental unit to the carrier or carriers entitled to the premium.

Section 7A: Contribution and withholding for premiums; subsidiary or additional rate; payments in lieu of withholding; acceptance of section

Section 7A. A governmental unit which has accepted the provisions of section ten and which accepts the provisions of this section may, as a part of the total monthly cost of contracts of insurance authorized by sections three and eleven C, with contributions as required by section seven, make payment of a subsidiary or additional rate which may be lower or higher than a premium determined by the governmental unit to be paid by the insured, the combination of which shall result in the governmental unit making payment of more, but not less, than fifty per cent of the total monthly cost for such insurance. No governmental unit, however, shall provide different subsidiary or additional rates to any group or class within that unit.

(a) With respect to any period of insurance which is in effect for an active or retired employee and dependent, there shall be withheld from each payment of salary, wages, other compensation, pension or retirement allowance, subject to the provisions of section nine E, fifty per cent of a premium for the insurance of the employee and his dependents and the governmental unit shall contribute the remaining fifty per cent of such premium together with any subsidiary or additional rate. The governmental unit shall also contribute fifty per cent of a premium together with any subsidiary or additional rate which may be required of an employee's dependent child who is nineteen years of age or over and mentally or physically incapable of earning his own living.

(b) If an active or retired employee is entitled to receive, during a calendar month, salary, wages, other compensation, pension or retirement allowance, and the premium has not been withheld from said salary, wages, other compensation, pension or retirement allowance, he may continue his insurance in effect by paying directly to the governmental unit the premium which would otherwise have been deducted from his salary or pension and said governmental unit shall contribute the remaining fifty per cent of the premium together with any subsidiary or additional rate. If an employee is not entitled to receive salary, wages or other compensation for a calendar month, for purposes of this chapter, he shall be deemed to have been granted a leave of absence without pay, and he shall make payment for the entire cost of his insurance to the governmental unit as aforesaid, and there shall be no contribution by the governmental unit for such employee's insurance. If an employee is not entitled to receive salary, wages or other compensation for any calendar

month, due to illness of such employee and not because of illness of his immediate family, for purposes of this section he shall be deemed to have been granted sick leave without pay, and subject to the rules and regulations of the appropriate public authority, said employee shall make payment of fifty per cent of the premium for his insurance to the treasurer of the governmental unit, and such governmental unit shall contribute the remaining fifty per cent of such premium together with any subsidiary or additional rate.

(c) All amounts withheld from an employee's salary, wages or other compensation as provided in paragraph (a) of this section and all amounts paid by an employee as provided in paragraph (b) of this section and all amounts withheld from retired employees as retirement allowances under the provisions of section nineteen A of chapter thirty-two together with the contribution of the governmental unit as provided in paragraph (a) shall be paid by the treasurer of the governmental unit to the carrier or carriers entitled to the total premium and subsidiary or additional rate, if any.

(d) This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?In a county by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district, except as hereinafter provided, by vote of the registered voters of the district at a district meeting; in a regional school district by vote of the regional district school committee; in a veterans' services district by vote of the district board; in a welfare district by vote of the district welfare committee; in a health district established under section twenty-seven A of chapter one hundred and eleven by vote of the joint committee; and in a town either by vote of the town or by a majority of affirmative votes cast in answer to the following question which shall be printed upon the official ballot to be used at an election in said town:?"Shall the town, in addition to the payment of fifty per cent of a premium for contributory group life and health insurance for employees in the service of the town and their dependents, pay a subsidiary or additional rate?" Section seven shall not apply in any governmental unit which accepts the provisions of this section.

Section 8A: Dividends and refunds; deposit in employees' group insurance trust fund; administrative costs; effective date

Section 8A. In any governmental unit which accepts the provisions of this section, all dividends, their equivalent and other such refunds accepted by the governmental unit from the carrier or carriers as a result of any policy or policies entered into under the authority of this chapter shall be deposited by the treasurer thereof in a separate fund to be known as the employees' group insurance trust fund.

Prior to the distribution of all such dividends or refunds, the appropriate public authority shall determine the total administrative cost of all policies of insurance entered into under authority of this chapter for the calendar year preceding the date of receipt of the dividend, and shall notify the treasurer to transfer the amount of said total administrative cost from the said trust fund to the appropriate general revenue accounts of the governmental unit.

If the said total administrative cost exceeds the dividend receipts, the entire dividend shall be so transferred; if the dividend receipts exceed the said total administrative cost, the appropriate public authority shall notify the treasurer to transfer to the appropriate revenue accounts that portion of the remaining balance which represents the governmental units' proportionate share of the premium cost of the policy year to which the dividend or refund is attributable. The balance of said dividend remaining in the trust fund shall represent the employees' and retirees' proportionate share of the premium cost. The appropriate public authority at a date deemed practicable shall then authorize the treasurer to expend the remaining balance of the trust fund on behalf of the insured employees and retired employees to reduce the insured employees' and retired employees' share of future premium costs or by a proportionate refund to insured members. The reduction of such costs shall be determined by using the ratio of the dividends received to the insured employees' and retired employees' share of the total premiums which yielded the dividend.

In the event two or more governmental units are participating in accordance with section eleven, all dividends or their equivalent or other such refunds shall first be allocated to the respective governmental units in proportion to the gross premiums paid by each governmental unit to the respective carrier or carriers.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?In a county by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district by vote of the district at a district meeting; and in a town if a majority of the votes cast in answer to the following question, which shall be printed on the official ballot to be used at an election in said town, is in the affirmative:?"Shall the town distribute to its

insured employees, after deducting the town's total administrative cost, the balance of any group insurance dividend which shall be based upon the employees' proportionate share of the total premiums paid for all insurance coverages?"

Section eight shall not apply in any governmental unit which accepts the provisions of this section.

Section 9C: Death of fire fighter; continuation of insurance coverage by spouse; contribution by governmental unit; acceptance of provisions

Section 9C. Upon the death of an insured employee who was killed, or who died from injuries received, in the performance of his duty as a fire fighter his surviving spouse may continue the group hospital, surgical, medical, dental and other health insurance for herself and her dependents under age nineteen, until the remarriage or death of said surviving spouse; provided that application for such insurance shall be filed with the appropriate public authority and a method for the payment of premiums shall be determined in accordance with its rules and regulations; and provided, further that said surviving spouse shall pay fifty per cent of a premium the amount of which may be changed by the governmental unit from time to time as part of the total cost for such hospital, surgical, medical, dental and other health insurance. The governmental unit shall contribute the remaining fifty per cent of said premium together with payment in full of a subsidiary or additional rate which rate may be lower or higher than the governmental unit's share of the aforesaid premium.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?In a county by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district by vote of the registered voters of the district at a district meeting; and in a town by submission for acceptance to the registered voters in the form of the following question which shall be printed upon the official ballot to be used at an election:?"Shall the town pay one half of a premium for group hospital, surgical, medical, dental and other health insurance for the surviving widow and dependents of an insured fire fighter who was killed or who died from injuries received in the performance of his duty, with the survivor paying the remaining one half, and shall the town also pay a subsidiary or additional rate?" Section nine B shall not apply in any governmental unit which accepts the provisions of this section.

Section 9C1/2: Death of call, volunteer, intermittent, part-time or reserve firefighter, emergency medical services provider or police officer; continuation of insurance coverage by spouse and dependents

Section 9C1/2. Upon the death of a call, volunteer, intermittent, part-time or reserve firefighter, emergency medical services provider or police officer who, while in the performance of duties and as a result of an incident, accident or violence, is killed or sustains injuries which are the direct and proximate cause of death, the surviving spouse and dependents, including children under the age of 26, may continue to participate in group hospital, surgical, medical, dental and other health insurance until the remarriage or death of the surviving spouse. Application for such insurance shall be filed with the appropriate public authority and a method for the payment of premiums shall be determined in accordance with its rules and regulations. The surviving spouse shall also file in the office of the city auditor, town accountant or officer having similar duties, a copy of the marriage certificate of the surviving spouse. The municipality shall charge the surviving spouse 100 per cent of the premium for such hospital, surgical, medical, dental and other health insurance.

This section shall take effect in a city, town or district upon its acceptance in the following manner: in a city having a Plan D or Plan E charter, by a majority vote of its city council; in any other city, by a vote of the city council and approval by the mayor; in a district, by a vote of the registered voters of the district at a district meeting; and in a town, by a vote of the registered voters at a town meeting.

Section 9G: Surviving spouse of police officer killed in line of duty; continuation of group coverage; payment of premiums; acceptance of section

Section 9G. Upon the death of an insured employee who was killed, or who died from injuries received, in the performance of his duty as a police officer, a surviving spouse may continue the group health and dental insurance for the benefit of such spouse and any dependents under age nineteen, until the remarriage or death of said surviving spouse; provided that

application for such insurance shall be filed with the appropriate public authority and a method for the payment of premiums shall be determined in accordance with its rules and regulations; and provided, further, that said surviving spouse shall pay fifty per cent of a premium the amount of which may be changed by the governmental unit from time to time as part of the total cost for such health and dental insurance. The governmental unit shall contribute the remaining fifty per cent of said premium together with payment in full of a subsidiary or additional rate which rate may be lower or higher than the governmental unit's share of the aforesaid premium.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?In a county by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district by vote of the registered voters of the district at a district meeting; and in a town by submission for acceptance to the registered voters in the form of the following question which shall be printed upon the official ballot to be used at an election:?"Shall the town pay one half of a premium for group health and dental insurance for the surviving spouse and dependents of an insured police officer who was killed or who died from injuries received in the performance of duty, with the surviving spouse paying the remaining one half, and shall the town also pay a subsidiary or additional rate?" Section nine B shall not apply in any governmental unit which accepts the provisions of this section.

Section 9I: Employees on military leave of absence for active service; payment of premiums; acceptance of section

Section 9I. A governmental unit which has accepted the provisions of section ten and which accepts the provisions of this section as hereinafter provided, shall consider an employee on a military leave of absence because said employee is a member of the army national guard or air national guard or a reservist in the armed forces of the United States called to active service in the armed forces of the United States, for the purposes of this chapter, to be deemed to have been granted leave without pay, and subject to the rules and regulations of the appropriate public authority, said employee shall make payment of the portion of the total monthly premium or rate that would have otherwise been deducted from his salary, wages or other compensation.

For purposes of this section, the term "active service" shall not include active duty for training in the army national guard or air national guard or as a reservist in the armed forces of the United States.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:? in a county by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district, except as hereinafter provided, by vote of the registered voters of the district at a district meeting; in a regional school district by vote of the regional district school committee; in a veterans' services district by vote of the district board; in a health district established under section twenty-seven A of chapter one hundred and eleven by vote of the joint committee; and in a town by vote of the town meeting or town council.

Section 10: Acceptance of chapter by county, city, town, municipality or district

Section 10. This chapter, except sections seven A, eight A, nine A, nine C, nine D, nine E, nine F, eleven A, eleven B, eleven D, eleven E, eleven F and sixteen, may be accepted in a county, except Worcester county, by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council, in any other city by vote of its city council, approved by the mayor, in a municipality having a town council form of government, by vote of the town council, subject to the provisions of the charter of such municipality; in a district, except as hereinafter provided, by vote of the registered voters of the district at a district meeting; in a regional school district by vote of the regional district school committee; in a veterans' services district by vote of the district board; in a welfare district by vote of the district welfare committee; in a health district established under section twenty-seven A of chapter one hundred and eleven by vote of the joint committee; and in a town by submission for acceptance to the registered voters in the form of the following question which shall be printed upon the official ballot to be used at an election:?"Shall certain provisions of chapter thirty-two B of the General Laws, authorizing any county, except Worcester county, city, town or district to provide a plan of contributory group life insurance, group accidental death and dismemberment insurance, and group general or blanket hospital, surgical, medical, dental and other health insurance for certain persons in the service of such county, city, town or district and their dependents, be accepted by this town?" If a majority of the voters voting on the question shall vote in the

affirmative, this chapter, except sections seven A, eight A, nine A, nine C, nine D, nine E, nine F, eleven A, eleven B, eleven D, eleven E, eleven F and sixteen, shall take effect in such town.

Notwithstanding the provisions of any general law to the contrary, neither the acceptance of this chapter nor the acceptance of any individual section thereof by a governmental unit shall be revoked or rescinded.

This chapter shall not apply to Worcester county nor to its employees, and they shall be eligible for coverage under the provisions of chapter thirty-two A. This action shall be a transferral and not a revocation or rescission.

Section 10A: Purchase of insurance by public authority following acceptance of chapter

Section 10A. The appropriate public authority shall provide for the purchase of insurance, or include the cost thereof, for dental expenses under those sections of this chapter which provide for the purchase of hospital, surgical, medical, dental and other health insurance benefits but only upon the acceptance of this section in the following manner:?in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district, except as hereinafter provided, by vote of the registered voters of the district at a district meeting; in a regional school district by vote of the regional district school committee; in a veterans' services district by vote of the district board; in a health district established under section twenty-seven A of chapter one hundred and eleven by vote of the joint committee; and in a town by vote of the board of selectmen or, by vote of the town at a town meeting or, by submission for acceptance to the registered voters in the form of the following question which shall be printed upon the official ballot to be used at an election:?"Shall certain provisions of chapter thirty-two B of the General Laws, authorizing any county, except Worcester county, city or town or district to provide dental benefits as part of group general or blanket insurance providing hospital, surgical, medical, and other health insurance benefits for certain persons in the service of such county, town or district and their dependents, be accepted by this town?" If a majority of the voters voting on the question shall vote in the affirmative, the chapter shall take effect in such town.

Any town which is a member of the Cape Cod municipal health group which does not provide dental benefits under this chapter may provide that any general, group or blanket insurance policy it purchases makes dental benefits available to employees at said employees' expense.

Notwithstanding the provisions of any general law to the contrary, acceptance of this section shall not be revoked or rescinded. This section shall not apply to Worcester county nor its employees, and they shall be eligible for coverage under the provisions of chapter thirty-two A. This action shall be a transferral and not a revocation or rescission.

Section 11A: Additional insurance; application; cancellation; conversion

Section 11A. Each employee insured for the minimum amounts of group life and group accidental death and dismemberment insurance provided in section 5, subject to such conditions as the appropriate public authority shall approve, may be insured for amounts of group life insurance and group accidental death and dismemberment insurance in addition to the minimum amounts provided for in said section 5 in an amount not greater than $150,000.

Such additional insurance shall be issued by the carrier or carriers as determined by the appropriate public authority without regard to a minimum number of eligible employees or to the provisions of chapter one hundred and seventy-five.

Each employee entitled to additional insurance under this section shall file an application therefor with the treasurer of the governmental unit on an appropriate form prescribed by said treasurer, except that an employee having such additional insurance who becomes entitled to further additional insurance hereunder by reason of an increase in annual salary shall automatically be insured for the amount of such further additional insurance, to become effective on the first day of the second month following the month in which the increase was authorized, unless the employee notifies the treasurer of the governmental unit in writing on a form prescribed by it that he is not to be so insured; and provided, that such increase in salary has been authorized for a period of time in excess of one year. No reduction in the amount of insurance shall be required on account of a reduction in compensation. For purposes of this additional insurance, yearly gross salary or compensation shall not include any overtime pay and in the case of hourly workers shall be computed on the basis of scheduled required work-hours.

With respect to any additional insurance which is in effect for an employee, there shall be withheld from each payment of salary or wages of such employee the premium for such insurance and, notwithstanding the provisions of any collective bargaining agreement to the contrary, the governmental unit shall make no contribution to said premium. If an employee

is not entitled to receive salary, wages or other compensation for a calendar month, he shall make payment directly to the treasurer of the governmental unit and, notwithstanding the provisions of any collective bargaining agreement to the contrary, there shall be no contribution by the governmental unit for such payment.

An employee insured under this section may by written notice on a form prescribed by the treasurer cancel such insurance, and such insurance shall require no further premium payment the first day of the month following the expiration of fifteen days from the receipt of notice of cancellation. Insurance coverage will therefore terminate at the end of the month for which premium has been paid. If an employee withdraws as provided in section four, such withdrawal shall automatically effect a cessation of the additional insurance under this section as of the date of cessation of his minimum insurance.

Upon retirement of an employee eligible for pension allowances under any general or special law, that portion of his additional insurance under this section which is not paid-up shall terminate upon attainment of the age of seventy-five, and he shall be afforded the privilege of converting such term insurance in accordance with the rules and regulations issued under section fourteen. A person who has retired and whose insurance under this section has been terminated may be reinstated for the amount of insurance in force at the time of retirement provided the retiree has not attained the age of seventy-five and provided further that he submits proof of his physical condition satisfactory to the appropriate public authority.

The appropriate public authority is hereby authorized to negotiate for and purchase the additional insurance on the basis of group renewable term insurance. This section shall not apply to Worcester county nor to its employees.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?In a county, except Worcester county by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district by vote of the district at a district meeting; and in a town if a majority of the votes cast in answer to the following question, which shall be printed on the official ballot to be used at an election in said town, is in the affirmative:?"Shall the town purchase additional group life and group accidental death and dismemberment insurance for employees in accordance with the provisions of chapter thirty-two B of the General Laws with no premium contribution by the town?"

Section 11B: Insurance for elderly government retirees

Section 11B. Any political subdivision, subject to the provisions of section ten B of chapter thirty-two A, shall appropriate funds or apply therefor for the payment of group general or blanket insurance providing hospital, surgical, chiropractic, medical, dental and other health insurance for elderly governmental retirees as defined in paragraph (f) of section two of said chapter thirty-two A, and for the payment of the surcharge or subsidiary rate required to be paid by paragraph (c) of section ten B of chapter thirty-two A if accepted in a county, city, town or district in the following manner:?In a county, by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district by vote of the voters of the district at a district meeting; and in a town by vote of the town or if a majority of the votes cast in answer to the following question, which shall be printed on the official ballot to be used at an election in said town, is in the affirmative:?"Shall the town extend contributory group hospital, surgical, medical, dental and other health insurance to elderly persons retired from the service of the town?".

Section 11D: Accidental insurance for policemen and firefighters; payment of portion of premiums by municipalities

Section 11D. Upon acceptance of this section as hereinafter provided, the appropriate public authority of the governmental unit shall negotiate with insurance companies or savings banks and purchase on such terms as it deems to be in the best interest of the governmental unit and those persons employed as police officers and firefighters and defined as employees in section two a policy or policies of group accidental death insurance payable on behalf of a police officer or firefighter who dies as the natural and proximate result of a bodily injury accidentally sustained or a hazard undergone as a result of and while in the performance of his official duties as an employee of the governmental unit and not as an

employee of a private organization, at some definite place and at some definite time on and after the date of his becoming insured hereunder, and without serious and wilful misconduct on his part.

The appropriate public authority shall incorporate this accidental death insurance as an integral part of the coverage provided under section eleven A, or, provide a policy of accidental death insurance for said employees with the claim experience and retention costs maintained unrelated to the claim experience and retention costs applicable to any policy or policies of group life and accidental death and dismemberment insurance in effect as provided under said section eleven A, but, in either event, the aforementioned employees shall be insured for group accidental death insurance authorized by this section for twice the maximum amount to which the policeman or fireman would be entitled if insured for the maximum amount of group accidental death and dismemberment insurance provided under section eleven A whether or not said employee is insured for such maximum amount under said section eleven A.

Such accidental death insurance shall be issued by the carrier or carriers as determined by the appropriate public authority for a period not exceeding five years, and such insurance shall be issued without regard to a minimum number of eligible policemen or firemen or to the provisions of chapter one hundred and seventy-five.

Each policeman and fireman entitled to be insured under this section shall file an application therefor with the treasurer of the governmental unit on an appropriate form prescribed by said treasurer, except that a policeman or fireman having such accidental death insurance who becomes entitled to further accidental death insurance hereunder by reason of an increase in annual salary shall automatically be insured for the amount of such further accidental death insurance to become effective on the first day of the second month following the month in which the increase was granted provided that such increase in salary has been authorized for a period of time in excess of one year. No reduction in the amount of accidental death insurance shall be required on account of a reduction in salary or compensation. For purposes of this accidental death insurance, yearly gross salary or compensation shall not include any overtime pay.

With respect to any accidental death insurance which is in effect for a policeman or fireman there shall be withheld from each payment of salary, wages or compensation fifty per cent of a premium the amount of which may be changed by the governmental unit from time to time as part of the total cost for such accidental death insurance. The governmental unit shall contribute the remaining fifty per cent of said premium together with payment in full of a subsidiary or additional rate which rate may be lower or higher than the governmental unit's share of the aforesaid premium. If a policeman or fireman is not entitled to receive salary, wages or other compensation for a calendar or premium month while in the status of leave of absence without pay, he shall make payment directly to the treasurer of the governmental unit and there shall be no contribution by the governmental unit for such payment.

A policeman or fireman insured under this section may by written notice on a form provided by the treasurer cancel such accidental death insurance and such insurance shall require no further premium payment the first day of the premium month following the expiration of fifteen days from the receipt of notice of cancellation. Accidental death insurance coverage will therefore terminate at the end of the month for which premium has been paid.

Upon retirement of a policeman or fireman eligible for pension allowances under any general or special law the accidental death insurance provided under this section shall terminate.

Any dividend or refund applicable to the accidental death insurance provided under this section shall be paid by the insurance carrier or carriers to the governmental unit and shall then be distributed in accordance with the provisions of section eight or eight A whichever may be applicable.

The appropriate public authorities of two or more governmental units, irrespective of the county, may join together in negotiating and purchasing one or more policies of accidental death insurance as prescribed in section twelve.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?In a county, except Worcester county by vote of the county commissioners; in a city having a Plan D or Plan E charter by a majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district by vote of the governing board of the district; and in a town by submission for acceptance to the registered voters in the form of the following question which shall be printed upon the official ballot to be used at an election:?"Shall the town pay one half of a premium for group accidental death insurance for policemen and firemen who are killed or who die from accidental injuries received in the performance of their duties with such employee paying the remaining one half, and shall the town also pay a subsidiary or additional rate?"

Section 11E: Life and health insurance for retired teachers; appropriation of funds authorized; acceptance of section by political subdivisions

Section 11E. Upon acceptance of this section as hereinafter provided, any political subdivision, subject to the provisions of section twelve of chapter thirty-two A, shall appropriate funds or apply therefor for the payment of certain costs for group life and health insurance coverages for teachers retired from the service of the political subdivision, and for health insurance coverages for their surviving spouses and dependents provided such teachers receive a pension or annuity allowance from the teachers' retirement system, and for the payment of premiums, subsidiary or additional rates and administrative expenses required to be paid by paragraph (d) of section twelve of chapter thirty-two A. This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?in a county, except Worcester county, by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council, in any other city by vote of its city council, approved by the mayor; in a district, except as hereinafter provided, by vote of the registered voters of the district at a district meeting; in a regional school district by vote of the regional district school committee; and in a town either by vote of the board of selectmen or by a majority of affirmative votes cast in answer to the following question which shall be printed upon the official ballot to be used at an election in said town:?"Shall the town authorize all teachers insured for group life and health insurance, and their dependents, upon receiving a pension or annuity allowance from the teachers' retirement system, to have such insurance transferred to the state for convenience of premium withholdings, with the town making payment of fifty per cent of the premium, a portion of the administrative expense and the payment of a subsidiary or additional rate to be paid by the town?"

A political subdivision that has accepted this section and whose application has been approved by the commission as provided in section thirteen of chapter thirty-two A may thereafter terminate its acceptance of this section. Any political subdivision, before voting to terminate its acceptance of this section, shall notify the commission of its intent to submit such termination to a vote, and shall provide for a public hearing for the purpose of informing affected retired teachers and the public. All such affected retired teachers shall be notified at least thirty days prior to such public hearing. After such public hearing, a vote shall be taken of affected retired teachers in attendance. A simple majority shall determine the will of such majority. Such termination shall take effect by a vote obtained in the same manner as that required for an acceptance of this section except as heretofore mentioned. Such political subdivision shall thereafter furnish notice of termination to the commission.

Section 11F: Disability income insurance for nonoccupational injury or disease; premiums; cancellation; dividends or refunds; acceptance of this section

Section 11F. Upon acceptance of this section as hereinafter provided, the appropriate public authority of the governmental unit shall negotiate with one or more insurance companies and purchase on such terms as it deems to be in the best interest of the governmental unit and its employees a policy or policies of group disability income insurance covering nonoccupational injury or disease. Such insurance shall be issued in accordance with the eligibility requirements as provided in chapter one hundred and seventy-five. The appropriate public authority shall incorporate this disability income insurance as an integral part of the group life and accidental death and dismemberment insurance provided under section five or eleven A with the claim experience and retention costs combined, or the claims experience and retention costs of said disability income insurance may be maintained separately from the claims experience and retention costs of the group life and accidental death and dismemberment insurance provided under sections five and eleven A. The appropriate public authority may execute policies or contracts for said disability income insurance for a period not exceeding five years; provided, however, that the portion of the cost of the premium per month to be borne by the governmental unit shall not exceed the estimated monthly cost for which funds have been appropriated for the then current fiscal year. A copy of said policies or contracts shall be filed with the commission no later than thirty days after their effective date and the commission shall in its discretion include pertinent data regarding such insurance in its annual report. Each employee entitled to be insured under this section shall file an application therefor with the treasurer of the governmental unit on a form prescribed by said treasurer. Such application shall be the property of the governmental unit. With respect to any disability income insurance which is in effect for an employee there shall be withheld from payment of salary, wages or other compensation fifty per cent of a total monthly premium or rate and the governmental unit shall contribute the remaining fifty per cent. If an employee is not entitled to receive salary, wages or other compensation for a calendar or premium month while in the status of a leave of absence without pay and not because of sickness or injury, he shall make payment directly to the treasurer of the governmental unit and there shall be no contribution by the governmental unit for

such payment. If an employee is entitled to receive, during a calendar month, salary, wages or other compensation, and the premium has not been withheld from said salary, wages or other compensation, he may continue his insurance in effect by paying directly to the governmental unit, which would otherwise have been deducted from his salary or wages, and said governmental unit shall contribute the remaining fifty per cent of the cost of the monthly premium. If an employee is not entitled to receive salary, wages or other compensation for any calendar month, due to illness of such employee and not because of illness of his immediate family, for purposes of this section he shall be deemed to have been granted sick leave without pay, and, subject to the rules and regulations of the appropriate public authority, said employee shall make payment for fifty per cent of the cost of such insurance to the treasurer of the governmental unit, and such governmental unit shall contribute the remaining fifty per cent of said premium. All amounts withheld from an employee's salary, wages or other compensation and all amounts paid by an employee together with the contribution of the governmental unit as hereinbefore described shall be paid by the treasurer of the governmental unit to the carrier or carriers entitled to the premium. An employee insured under this section may by written notice on a form provided by the treasurer cancel such disability income insurance and such insurance shall require no further premium payment the first day of the premium month following the expiration of fifteen days from the receipt of notice of cancellation. Any dividend or refund applicable to disability income insurance provided under this section shall be paid by the insurance carrier or carriers to the governmental unit and shall be distributed in accordance with the provisions of section eight or eight A whichever may be applicable.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?in a county, except Worcester county, by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council; in any other city by vote of its city council, approved by the mayor; in a district, except as hereinafter provided, by vote of the registered voters of the district at a district meeting; in a regional school district by vote of the regional district school committee; and in a town either by vote of the board of selectmen, or by a majority of affirmative votes cast in answer to the following question which shall be printed upon the official ballot to be used at an election in said town:?"Shall the town pay one half of a premium for disability income insurance for its employees?"

The appropriate public authority shall notify the commission of the acceptance of this section as soon thereafter as practicable.

Section 16: Optional insurance for services of health care organizations

Section 16. Upon acceptance of this section as hereinafter provided, the appropriate public authority of the governmental unit shall enter into a contract, hereinafter described, to make available the services of a health care organization to certain eligible and retired employees and dependents, including the surviving spouse and dependents of such active and retired employees, on a voluntary and optional basis, as it deems to be in the best interest of the governmental unit and such eligible persons as aforesaid, provided:?

(1) that the total monthly premium cost to be paid by the governmental unit is to be paid under the terms of a contract to a carrier and not paid directly to a health care organization. For purposes of this chapter such a contract shall be deemed to be a contract of insurance;

(2) that the health care organization maintains fair and non-discriminatory formulas for the payment of all vendor's services and that such formulas result in the same relative charges to all fiscal intermediaries or carriers with whom the health care organization has an agreement; provided, however, that any difference in relative charges which may result from the application of a rate of payment approved under section five of chapter one hundred and seventy-six A shall be deemed to comply herewith.

The appropriate public authority shall negotiate such a contract of insurance for and on behalf and in the name of the governmental unit for such a period of time not exceeding five years as it may in its discretion, deem to be the most advantageous to the governmental unit and the persons insured hereunder.

All persons eligible for the insurance provided under section five shall have the option to be insured for the services of a health care organization under this section but shall not be insured for both. Eligible persons, having elected coverage under this section by making application as provided in section six, shall pay a minimum of ten percent of the total monthly premium cost or rate for coverage under this section, and the governmental unit shall pay the remainder of the total monthly premium cost or rate; provided, however, that nothing in this chapter shall preclude the parties to a collective bargaining agreement under chapter one hundred and fifty E from agreeing that such eligible persons shall pay a percent

share of such total monthly premium cost or rate which is higher than said ten percent; provided, further, that such eligible persons shall in no event be required to pay more than fifty percent of such total monthly premium cost or rate. Such payment by the insured shall be made to the governmental unit as provided in sections seven, seven A, nine A, nine B, nine C, nine D and nine E, as may be applicable.

The governmental unit shall require under the terms and provisions of such insurance contracts an accounting at least annually of the payments made to providers of services on behalf of each person so insured; and, the extent and range of health care services shall be a matter of continuing analysis and study by the governmental unit for the purpose of maintaining a reasonable relationship between the total monthly premium cost or rate and the schedule of health care services provided.

Any dividend or its equivalent derived from insurance contracts issued pursuant to this section shall be applied as provided in sections eight or eight A whichever may be applicable.

The appropriate public authority may adopt such rules and regulations as may be necessary for the administration of this section.

This section shall take effect in a county, except Worcester county, city, town or district upon its acceptance in the following manner:?in a county, except Worcester county, by vote of the county commissioners; in a city having a Plan D or Plan E charter by majority vote of its city council, in any other city by vote of its city council approved by the mayor; in a town by vote of the board of selectmen; in a regional school district by vote of the regional district school committee and in all other districts by vote of the registered voters of the district at a district meeting.

< Back to Search (For Sale > MA > Rowe > 01367 > County...

County Rd

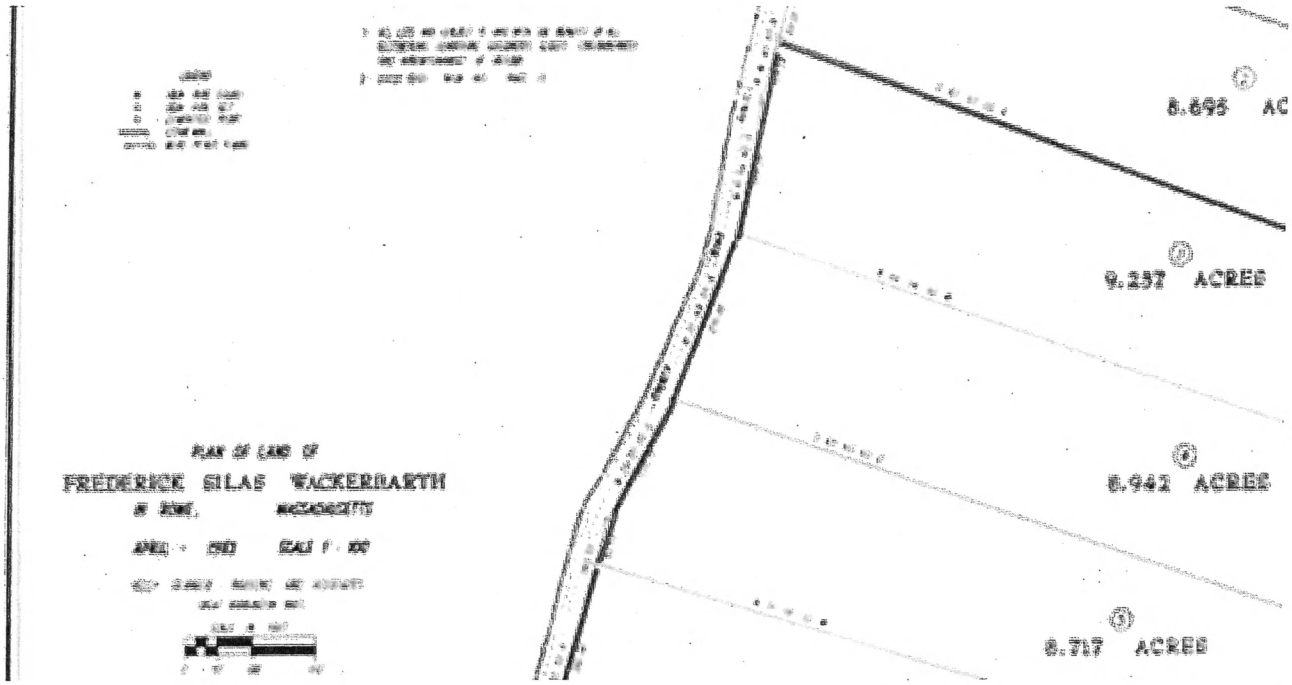
Rowe, MA 01367

35.84 acres lot size • Lot/Land

FOR SALE

$45,000

Est. Mortgage $312/mo Get Pre-Qualified



Map View

See the local terrain and how close this home is to parks and

Schools

1 Elementary School
1 Middle School
1 High School

Crime

Lowest crime relative to the rest of Franklin county.

Commute

90% of residents commute by car.

ROWE BUDGET CALENDAR

WHEN	EVENT	WHO
Aug - Oct	Certify Free Cash (used in coming FY19 revenue projections)	Town Accountant
08/28/17	Financial Roundtable	BOS, Fin Com and Assessors
Sept	Hold Elected/Appointed Officials Form to share information	BOS, Fin Com, Dept. Heads
	assessment of financial picture	
Oct. 15-30	Free Cash Certification	Accountant
Oct 31st	Begin Budget Process for FY 18	BOS, Dept. Heads, Fin Com, School
Oct 31st	Set Tax Rate	Assessors, BOS
Oct 1 - Nov 15	Help & Review Departmental Budgets	all Depts.
	Send out Notices and meet with Fin Com Liaisons	
Nov 1st	Begin Capital Planning process- including 5 year projections	BOS, Fin Com, Acctnt, all Depts.
Nov 15th	Submit FY 18 Budget requests	all Departments
Dec 15th	Prepare initial revenue/expenditures projections including	BOS, Fin Com, Accountant
	capital expenditures	
Jan 1st	Release "House 1" first indication of state aid for FY18	Governor
Jan	Meet with Dept. Heads to review Budget Recommendations	Fin Com, Dept. Heads
March	If Legislature passes Local Aid Resolution,	State Legislature, DOR
	Cherry Sheets Issued	
March	Prepare final revenue/expenditure projection for FY18	BOS, Fin Com
	in preparation for Annual Town Meeting	
March	Prepare Town Meeting Warrant Recommendations	Fin Com
May	Annual Town Meeting	
June	Make any reserve fund transfers necessary, to complete	
	fiscal year	

ANNUAL BUDGET PROCESS IN TOWNS

February 2016

DLS
DIVISION OF LOCAL SERVICES
MA DEPARTMENT OF REVENUE

The annual budget is a community's primary policy statement and establishes the priorities of government. The most effective budget process follows a formal calendar that begins in the fall of each year with revenue projections. Moving forward, major milestones in the process often include these components:

- A joint meeting of the selectmen, finance committee, and school committee to review revenue projections and reach consensus on overall expenditure levels, use of reserves, and allocation of resources generally
- Distribution of budget guidelines to department managers so they can begin to prepare their appropriation requests
- Deadlines for submission of departmental appropriation requests and for preparation of a working, or draft, budget document
- Completion of meetings with department managers to review requests
- Adjustments to revenue projections
- Formulation of the initial budget recommendation by the town manager/administrator, finance director, or finance committee (depending on government structure)
- Budget approval by the board of selectmen in its capacity as the town's chief policymaker
- Budget review by the finance committee with a deadline to ensure the printing and distribution of the town meeting warrant in sufficient time for town meeting members and residents

These steps all culminate in the presentation of an annual budget recommendation to town meeting. Throughout the process, decision makers should recognize and adhere to formal financial policies, such as those guiding the use of free cash and stabilization reserve funds and establishing debt levels.

The budget's layout or format should be carefully considered since it tells town meeting the level of detail being voted on. It reflects a decision on the degree of management flexibility the town chooses to give department heads because it allows or restricts their ability to transfer money between budget line items without town meeting approval.

Finally, the budget adopted by town meeting should be closely monitored throughout the year. This involves reviewing financial data to verify that expenditures are consistent with town meeting votes, line items are not overspent, and receipts are tracking in line with expected results. Monitoring actual performance against the original budget can reveal problems early and give policymakers and managers time to take corrective actions to avoid potential deficits.

Formal Budget and Municipal Calendar

Frequently, communities formalize the budget process by city ordinance, town by-law, or written policy. A budget calendar specifies dates for the completion, distribution or receipt of revenue projections, departmental appropriation guidelines and requests, a capital improvement plan, a working budget, a final budget and so forth. It allows for hearings, reviews and approvals at different levels, and accounts for the time needed to print and distribute the warrant. For a town, the process typically begins in the fall and ends on the date of the annual town meeting. The process in a city usually begins later.

A municipal calendar includes important dates and datelines that extend beyond the budget process. It provides dates for the completion of both routine and important responsibilities of the treasurer, collector, accountant and assessors. It can also include any other tasks carried out by non-finance related managers, such as an annual inventory of computer equipment, or a schedule for employee performance reviews.

We recommend that a city or town begin by reviewing the sample municipal calendar posted to the DLS website. A meeting of department heads can be the starting point for modifying the master calendar to meet the specific needs and circumstances of the community.

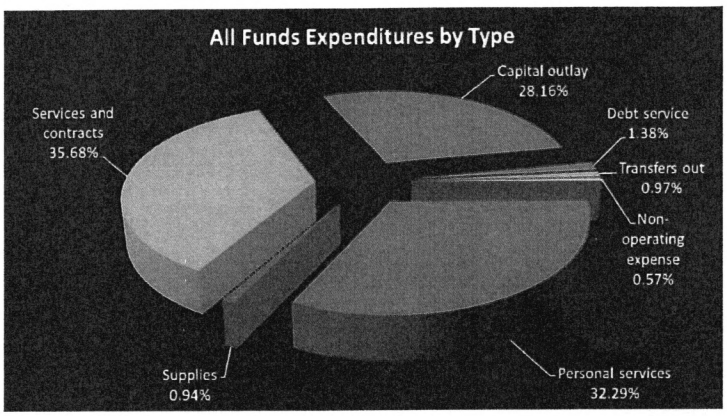
A municipal calendar, however, works hand-in-hand with regular department head and finance officer meetings. This, in turn, suggests that a central management structure exists, particularly in towns, to coordinate activities and guide meetings of finance officers. Leadership can come from a town manager, town administrator, executive secretary, finance director or other town officer assigned the task. Depending on the form of government, a mayor, city manager, chief financial officer or auditor would direct the process. In any case, a set calendar allows workloads to be planned, progress to be monitored and, more importantly, problems to be anticipated and corrected in advance of critical deadlines.

EXAMPLE OF A BUDGET CALENDAR

When	*Event*	*Who*
August-October	Certify Free Cash (used in coming fiscal year revenue projections).	town accountant, Department of Revenue
October	Begin budget process for coming year. Establish next fiscal year budget guidelines. Develop and distribute budget guidelines.	selectmen, department heads, finance committee, school committee
October	Set tax rate for communities with semiannual billing.	assessors, selectmen
November-January	Review departmental budgets.	professional administrator
November	Submit budget requests.	department heads, school department, selectmen, town administrator
November	Set tax rate set for communities with quarterly billing. (New growth in tax levy calculated.)	assessors, selectmen
November	Begin capital planning process.	selectmen, department heads, finance committee, CIP committee
December	Prepare initial revenue/expenditure projections for coming year.	selectmen, accountant, finance committee
January	Release "House 1," first indication of State aid for coming fiscal year.	Governor
January	Begin preparation of budget recommendations. Meet with department heads.	finance committee
March	If Legislature passes a Local Aid Resolution, Cherry Sheets will be issued.	State Legislature Department of Revenue
March	Prepare final revenue/expenditure projection for coming fiscal year in preparation for town meeting.	selectmen, finance committee
March	Prepare town meeting warrant recommendations.	finance committee
April-May	Town meetings take place.	
June	Make any necessary reserve fund transfers.	finance committee

The Franklin Regional Council of Governments invites you to:

MUNICIPAL FINANCIAL MANAGEMENT REVIEW



Municipal Officials Workshop Series for 2018-19

Free trainings to build the skills of Franklin County local officials

Join us for an for an overview of town financial management in Massachusetts:

- What happens at what time of year
- Who should be involved
- What policies your town should have
- Insight into best practices

Presenter: Joe Markarian, FRCOG Municipal Financial Management Specialist, and former Director of Technical Assistance for the Massachusetts Department of Revenue, Division of Local Services

To RSVP please contact: (413) 774-3167 (ext.101) or registrations@frcog.org. Parking is available at the Transit Center as well as in the newly opened parking garage across from the Transit Center. *Light refreshments will be provided*

THURSDAY

November 8

6 PM—8 PM

First Floor Meeting Rm.
Olver Transit Center
12 Olive Street
Greenfield

frcog

Franklin Regional Council of Governments | 12 Olive Street, Suite 2 | Greenfield, MA, 01301 | ph (413)774-3167 | fax (413)774-3169

Municipal Official Workshop Series for 2018

Supported by State Local Technical Assistance Funds

COST: Workshops are provided by the Franklin Regional Council of Governments, free of cost. Refreshments are served.

LOCATION: All workshops will be held in the Allen Meeting Room of the John W. Olver Transit Center, 12 Olive Street, Greenfield, unless otherwise noted.

1 **SELECTBOARD 101: THE WHO, WHAT, WHERE, WHEN, WHY & HOW OF BEING A SELECT-BOARD MEMBER**

Presenters: Bob Dean, former Chair, Buckland Select Board; Joe Judd, former Chair, Shelburne Select Board

Thursday, Sept. 13
6:00 -- 8:00 PM

2 **GROWING HEMP IN MA: OPPORTUNITIES FOR FARMERS AND OTHERS**

The new Massachusetts Hemp Program regulations and what farmers and Agricultural Commissions need to know.
Presenters: Taryn LaScola, MDAR Hemp Program, Heather Darby, University of Vermont Ag Extension

Tuesday, Sept.18
6:00 -- 8:00 PM

3 **MUNICIPAL WORKFORCE SUCCESSION PLANNING**

Data from the Municipal Workforce Skills Gap Report and discussion of next steps to fill empty roles in Town Halls.
Presenters: Sean Cronin, Deputy Commissioner, MA Division of Local Services
Linda Dunlavy, FRCOG Executive Director

Thursday, Oct. 4
6:00 -- 8:00 PM

4 **MUNICIPAL FINANCIAL MANAGEMENT BEST PRACTICES**

Best practices, pitfalls, and policies for Finance Committee members, Select Boards, and others.
Presenter: Joe Markarian, FRCOG Municipal Financial Management Specialist

Thursday, Nov. 8
6:00 -- 8:00 PM

5 **SUSTAINING OUR LIBRARIES: COLLABORATING FOR A VIBRANT FUTURE**

An interactive workshop for library stakeholders including staff, trustees, local officials and representatives of other community based institutions and businesses. As this is a longer session, supper will be served as of 5:30.
Presenter: Abby Straus, President, Maverick & Boutique Consulting

Tuesday, Nov. 20
6:00 -- 8:30 PM
Workshop held at GCC

6 **THE STATE OF PREPAREDNESS IN FRANKLIN COUNTY**

What do we know about the vulnerabilities of our region, what work has been done and what needs to happen? Come help us chart the future of emergency preparedness efforts in the region!
Presenters: FRCOG Emergency Preparedness Program Staff

Thursday, Dec. 6
6:00 --8:00 PM
Snow Date: 12/13

frcog Franklin Regional Council of Governments

To register please call: (413)774-3167 x100 or email registrations@frcog.org
For weather cancellations call x123