

Judit DeStefano, Chair
Jay Mattegat, Vice-Chair
Dan Honan
Bob Pickard
Chris Smith
Dan Wiedemann



TOWN OF NEWTOWN

LEGISLATIVE COUNCIL MUNICIPAL OPERATIONS

MINUTES

The Municipal Operations Committee of the Legislative Council held a regular meeting on Tuesday, March 26, at 7:30pm in the Mary Hawley room of Edmond Town Hall, 45 Main Street, Newtown, CT.

Committee Chair Judit DeStefano calls the meeting to order at 7:30 pm.

Present: Judit DeStefano, Jay Mattegat, Chris Smith (7:35), Dan Wiedemann, Dan Honan.

Also present: Tim Whelan (SH Fire Commissioner), Patrick Reilly (Chair of Fire Commission), Jeff Dugan (Haleyville Fire Commissioner). Absent: Bob Pickard

Dan Weideman moves to approve the minutes of the meeting of 3/18/2018. Dan Honan seconds. All in favor.

Discussion around the increased \$12K request for daytime driver. Hook and Ladder, SH, Botsford, already have daytime driver in place. \$12K increase for Hawelyville and Dodgingtown to meet increased call volume in their jurisdictions. Liberty and Maplewood results in call volume increase of 60%; benefit is to have someone at house which enables quick response with vehicle. People work out of town and retention of volunteers is an obstacle. (attached letter submitted to First Selectman Dan Rosenthal).

Review of previously submitted and answered questions (attached).

Committee discussed possibility of budget reductions but members agree there is nowhere other than roads significant savings could be found, and committee members are not in favor of causing delay in much needed road repair and improvements.

Dan W. moves to submit the BOS budget as recommended by the BOF to full council for consideration as is. Seconded by Jay Mattegat. All in favor.

Dan W. moves to adjourn the meeting (8:31). Seconded by Jay Mattegat.

Respectfully submitted,

Judit DeStefano
Chairperson

Board of Fire Commissioners
C/O Fire Marshalls Office
3 Primrose St.
Newtown, CT 06470



Patrick Reilly
Chairman

3/03/2019

Dear Frist Selectman Rosenthal,

With regard to the Day Time Driver Program, currently, in the 2018-19 budget there is funding approved for the day time driver program at Hook & Ladder, Sandy Hook and Botsford. This program has been in place for over 10 years. It is currently funded at \$71,500 (NH&L \$26K, SHFD \$26K, Botsford \$19.5K)

The \$12,000 increase being requested for your consideration is to allow for \$6000 each for Hawleyville and Dodgingtown to begin the program to meet the increased call volume in their respective districts.

Program Management:

1. Only 1 member at a time if they are available.
2. Shifts are Monday - Friday no night, weekends or holidays
3. Minimum of 4 hrs. to a max of 10 hrs., per day.
4. Pay is 10.00 per hour, so maximum of \$100/day
5. Members shall be:
 - A. Certified to Firefighter 1 or 2 level.
 - B. Certified EMR or EMT or CPR/AED
 - C. Trained on how to drive and operate all the apparatus.

This program allows for the member on standby to get the needed piece of apparatus directly to the scene in a timely fashion, allowing other members responding from home or work to respond directly to the scene saving critical time. The program has been a great success in the stations where it has been in place not only improving response time which directly impact incident outcomes but as a means to recruit and retain members.

The Board of Fire Commissioners would thank you for considering reinstating the \$12,000 to the Other Employee Benefits line of our requested 19-20 budget.

Sincerely,

Patrick Reilly

Chairman, Newtown Board of Fire Commissioners

FDID 5130 NH&L Call Totals

2013	545	
2014	566	↑3.71%
2015	518	↓8.48%
2016	572	↑9.44%
2017	549	↓4.19%
2018	707	↑22.35%
	Total % increase from 2013-2018 ↑22.91%	

FDIF 5133 Hawleyville Call Totals

2013	192	
2014	197	↑2.60%
2015	195	↓1.02%
2016	226	↑15.90%
2017	248	↑9.73%
2018	308	↑24.19%
	Total % increase from 2013-2018 ↑60.42%	

FDID 5131 Botsford Call Totals

2013	303	
2014	312	↑2.97%
2015	286	↓8.33%
2016	320	↑10.63%
2017	323	↑.93%
2018	378	↑14.55%
	Total % Increase from 2013-2018 ↑19.84%	

FDID 5134 Sandy Hook Call Totals

2013	457	
2014	441	↓3.50%
2015	470	↑6.58%
2016	491	↑4.47%
2017	466	↓5.09%
2018	706	↑51.50%
	Total increase from 2013-2018 ↑54.59%	

FDID 5132 Dodgingtown Call Totals

2013	149	
2014	199	↑33.56
2015	147	↓26.13
2016	169	↑14.97
2017	160	↓5.33
2018	234	↑46.25
	Total % increase from 2013-2018 ↑57.05%	

QUESTIONS FROM MUNI OPS LC COMMITTEE 03/19/2019

Who do I see to review our insurance policies and to see what our claims have been? I get concerned with any program that has been with the same organization since 1980. And looking at the list of policies would have me concerned that we are missing some vital programs.

Our insurance program is thru a quasi-governmental agency operated thru the Connecticut Conference of Municipalities. The agency is called the Connecticut Inter-local Risk Management Association (CIRMA). It was created in the 1980's when insurance companies stopped insuring municipalities. It is governed by member towns. Please see attached. There are many programs included that may not necessarily be described in the budget book. Insurance policies and claims can be found in the finance department.

For Police, why is their benefits package so much higher than everyone else? Assume still Union negotiated, but the comment states that it is determined by the actuary. It would be nice to know more about this pension.

Police pensions have always been "richer" than other pensions statewide and even nationwide. It is because of the nature of the job and the ability to attract and retain quality police officers. Pension descriptions are attached.

Mailing fee – postage – do we need that in this day and age? Answered: [Many things still need to be mailed per statute, i.e.: tax bills](#)

On the Town Clerk side similar question regarding printing/microfiche. In the description they comment on new technology allowing people to print from home, but the budget hasn't been adjusted.

[Per state statutes the Town Clerk records, indexes, and preserves municipal land records, surveys and maps. The printing/microfiche is the preservation part of these records. Technology has made it easier for customers to access information. However, the hard copies of land records still need to be preserved.](#)

Why \$45K for LC? Answered: [that's audit fee.](#)

Public vehicles – who takes them home, what type of vehicle? What is the rationale for each?

[There are 8 vehicles that go home at night which are only for Town use and not allowed for personal use. These vehicles were authorized in 2002 as a form of compensation to the individuals for which they pay taxes on the commuting portion of their use. These individuals are all considered on call except when in a vacation mode. They are the Town Engineer, Assistant Engineer, Operations Manager and Facilities Manager. In addition are the four \(4\) Crew Leaders. The only other take home vehicle is the "On Call" truck that would be used by any individual "on call" who was not one of the eight mentioned above. The only other take home vehicle is for the Director of Public Works for which the vehicle was made part of his employment contract 30 years ago in lieu of salary compensation. Taxes are paid on this vehicle both for commuting and personal use.](#)

Fire Commissioner Request for daytime driver – What is the total request? Why is it necessary at *this* time? Will it resolve all coverage issues? Is it possible to ask that depts. contribute (do they already partially)?

[Total request for daytime drivers is \\$83,500. I would suggest that the LC ask the Board of Fire Commissioners come to a LC budget meeting to discuss this subject. Fire departments use their fund raising monies in different ways such as mortgage payments, insurance, supplies and equipment, etc.](#)

Grants administrator p. 14 on pamphlet – salary attribution – Is that partial of a F/T position? Are depts. able to utilize and access this service? Is it affiliated with work in collaboration with the purchasing agent? What results are we seeing? Does it warrant a F/T or more directed P/T position? List of grants received last yr? It is a full time position, see attached budget detail page and list of grants. This position also does work for the Fairfield Hills Authority. Departments could request help with grant writing. There would be coordination with the purchasing agent if the grant would require any bidding on goods, materials or services.

For Fred Hurley – Patch paving on Toddy Hill, New roads, chip seal, seems to have more wear than would be expected. With so much money being spent on this, how are we ensuring there is adequate oversight – both with contractors and internal department work? How did chip seal hold up over past winter? How are the contracts purchased? Is bulk purchasing an option that could be explored?

The specific contractor who performed patch paving on Toddy Hill has been informed that he is in hack over the results of that job and has acknowledged their responsibility to completely fix the problem at their own expense. Most of the patch paving survived the winter and served its purpose which was to hold onto a road until we can get there with more substantial repair. In many cases the patch paving only covered an area that couldn't be individually patched anymore. It is not meant to replace a more permanent solution but it does buy time.

The preparation work prior to the contractor performing the chip seal has been performed both by internal forces and contractors. In each case either a town "crew leader" is running the operation or there is daily inspection of the work performed by the outside contractor which often includes an "imbedded" town person acting as an inspector. In addition, supervisors from the office would also inspect work that was done or being done. Unfortunately failure can occur from bad oil or uncooperative temperatures that may not be obvious to any inspector. When there is a failure, the forensics goes back and studies what batch of oil was used for a particular job; what the temperatures and humidity levels were and other factors.

While we are again reviewing every road for developing our final road plan for the coming year, we found that more than 95% of the chip seal roads seem to have weathered very well. A few roads developed "wash boarding" and the vendor is performing a "forensic" on those roads to discover the cause and what the proposed correction will be. The vendor provides a one year guarantee on their work so any correction will be at vendor and not Town expense.

The reality is that virtually every commodity (gasoline and diesel fuel; winter sand and salt, asphalt paving, chip seal placement etc. are all purchased in bulk or by unit by public competitive bid either by the Town, the State or a public purchasing council. Even our electricity going forward will be in an aggregated bulk purchase with several other towns essentially every contract is by public competitive bid including everything from equipment rentals and storm services to building janitorial maintenance. Because we publicly pre-bid rentals and other services every year, we are able to engage emergency restoration services immediately when FEMA events have hit the Town and have all those services FEMA eligible for reimbursement. In our last FEMA event of May 15, 2018, we had 125+ staff and contractor personnel on the ground doing debris removal within 24 hours.

About CIRMA

Serving Connecticut's Municipalities, Public Schools, & Local Public Agencies

The Connecticut Interlocal Risk Management Agency (CIRMA) was established in 1980 in response to the municipal insurance crisis of the time. Our members' loyalty and participation has enabled CIRMA to become Connecticut's leading provider of municipal risk financing and risk management services. CIRMA operates two risk pools, the Workers' Compensation and the Liability-Auto-Property pool. We also provide Heart & Hypertension claims services, claims administration, and risk management services to self-insured municipalities.

As a not-for-profit association of Connecticut municipalities, school districts, and local public agencies, [CIRMA's mission](#) is to meet the risk financing and risk management needs of our members. Today, our Assets under Management total over \$400 million, providing a base for stable rates, high capacity, and assured availability of quality insurance coverage. We provide coverage and services to 379 municipal, school, and local public agency members.

CIRMA's financial strength enables it to provide:

- Assured rate stability,
- Open availability,
- Expert services, and
- Members' Equity Distribution Program

CIRMA provides members tailored coverage, expert claims and policy administration services, access to our exclusive CIRMAcare™ Medical Care Plan, Heart & Hypertension claims services, and on-site risk management consulting and training services.

CIRMA - Member Owned, Member Governed

The words are on our logo, so why is being "Member-Owned, Member-Governed" so important? CIRMA is governed by its board of directors who are elected directly from -- and only from -- our membership. There are no outside stakeholders, shareholders, or business interests driving CIRMA's actions and policies. Over 120 municipal leaders participate on CIRMA's board of directors, governing, or advisory committees, setting CIRMA's focus and direction--and learning about risk.

"I learned more about risk management best practices and emerging risks by joining a committee than anywhere else."

As a member-owned and governed agency, CIRMA operates under the guidance of its Board of Directors and seven governing and advisory committees. Members of CIRMA's board of directors are individually nominated from CCM's own board of directors and are chief-elected officials of CIRMA member municipalities, ensuring that CIRMA's products, pricing, and services meet its members' needs. Under the guidance of CIRMA's governing bodies, CIRMA has become a financially strong, secure organization that provides--

- Assured rate stability,
- Open availability, and
- Expert risk management and claims services.

CIRMA's 37-year tradition of excellence has created a strong, responsive organization ready to meet the demands of tomorrow.

Board of Directors 2019

Barbara Henry, First Selectman of Roxbury, *Chairman*
Jayme Stevenson, First Selectman of Darien, *Vice Chairman*
Tom Banisch, First Selectman of Madison
Mark D. Boughton, Mayor of Danbury
Susan Bransfield, First Selectwoman of Portland
Robert M. Congdon, First Selectman of Preston
John Elsesser, Town Manager of Coventry
Matthew B. Galligan, Town Manager of South Windsor
Toni Harp, Mayor of New Haven
Catherine Iino, First Selectwoman of Killingworth
Matthew S. Knickerbocker, First Selectman of Bethel
Marcia A. Leclerc, Mayor of East Hartford
Curt Leng, Mayor of Hamden
Leo Paul, Jr., First Selectman of Litchfield
Herbert C. Rosenthal, Former First Selectman of Newtown
John Salomone, City Manager of Norwich
Scott Shanley, General Manager of Manchester
Daniel D. Syme, First Selectman of Scotland
Michael Tetreau, First Selectman of Fairfield
Mark Walter, Town Administrator, Town of Columbia
Steven Werbner, Town Manager of Tolland

Governed by our Members

CIRMA provides an opportunity for municipal and school leaders to have a voice in an organization that is vital to their communities.

"I like knowing that CIRMA is governed by a board and committees made up of Connecticut municipal officials -- members with a special knowledge of what is being done and a vested interest in the outcome."

Over 120 municipal officials participate in CIRMA's board of directors, governing and advisory committees; they provide insight into the unique risk management needs of Connecticut's municipalities and public schools. Their active participation and direction has enabled CIRMA to create a sound financial base for the future.

Participation in a CIRMA committee is by nomination; if you are a CIRMA member and would like to join one of our committees, please contact Liz Braddock, lbraddock@ccm-ct.org, for more information.

Budget & Audit Committee [Mission Statement](#)

Claims Committee [Mission Statement](#)

Investment Committee [Mission Statement](#)

Operations & Underwriting Committee [Mission Statement](#)

School District Advisory Committee [Mission Statement](#)

Risk Management Advisory Committee [Mission Statement](#)

Law Enforcement Advisory Committee [Mission Statement](#)

Our Mission

The purpose of the Connecticut Interlocal Risk Management Agency (CIRMA) is to meet the risk management and risk financing needs of Connecticut municipalities and local public agencies.

CIRMA achieves this purpose by:

- Anticipating and responding to the risk management and financing needs of its members in a changing environment.
- Providing quality services tailored to municipal operations and requirements.
- Ensuring the availability of insurance coverage at reasonable prices, and thereby creating stability in the marketplace.
- Preventing accidents and managing injuries through effective loss control and claims management programs, resulting in savings over the long term.
- Empowering municipalities to manage risk.

Essential to fulfilling CIRMA's mission is the cooperative effort of its team of professional staff and service providers. This team is totally committed to serving the interests of CIRMA's membership while striving to always provide quality service with excitement and a sense of urgency.

CIRMA's Workers' Compensation Program

CIRMA provides premier Workers' Compensation medical and indemnification coverage to Connecticut municipalities and public schools. Our focus on the municipal insurance market ensures that coverage and services are tailored to your needs. CIRMA offers:

- Guaranteed cost coverage.
- Retrospective rating plan.
- A range of deductible levels, including large deductible plans, for budget flexibility.
- [CIRMAcare Medical Care Plan](#). Download the CIRMAcare Managed Care flyer [here](#).
- [Volunteer Firefighter Accident Insurance program](#) for your Emergency Volunteers, which provides valuable benefits above and beyond their statutory Workers' Compensation benefits.
- [Heart & Hypertension](#) program.
- A wide range of risk management services to improve workplace safety and lower losses.

As a participant in CIRMAcare, your injured employees receive:

- Care from experienced physicians in the PPN, coupled with an aggressive sports medicine approach to physical therapy.
- Timely appointments for specialty care.
- Pharmacy benefit program -- with no-out-of-pocket expense to the injured employee.
- Durable medical equipment -- with no-out-of-pocket expense to the employee.
- Rapid and appropriate return-to-work planning.

Liability-Auto-Property

Backed by CIRMA's financial strength, our Liability-Auto-Property coverage program is tailored to meet the needs of Connecticut municipalities, public schools, and local public agencies. As the largest and most experienced municipal insurer in the state, CIRMA underwrites unique municipal and school exposures accurately so that they are properly insured at the best possible price. CIRMA's claims staff and legal counsel have a superior track record in successfully protecting members against liability claims. Our auto-property claims and restoration specialists resolve claims promptly and expertly, preventing costs from escalating and returning you to full operation as quickly as possible.

Coverage for Liability. CIRMA protects your entity against financial loss resulting from claims of injury or damage caused by your employees or volunteers. CIRMA's liability coverage includes many coverages important to municipalities and schools. For example:

- Employment-related practices liability,
- Professional coverages for EMTs.

CIRMA provides broad liability coverage for public and school officials, and law enforcement personnel.

Auto. All your owned vehicles are covered.

Property. CIRMA's property coverage isn't limited to properties listed on the schedule attached to a policy. Flood and earthquake coverage is automatically included with limits up to \$10 million.

Equipment Breakdown. High-

value equipment is covered against most causes of sudden failure. Coverage is on a replacement cost basis.

Excess Coverage Program. CIRMA offers **Excess Liability** Limits of up to \$26 million under its Liability-Auto-Property policy.

Coverage terms are the same from the first dollar up to \$26 million, so you are assured that there are no gaps or expensive overlaps in coverage.

Fidelity & Crime Coverage Program. CIRMA offers a Crime Coverage program through an 'A' Rated carrier, which covers loss from theft, including the disappearance or destruction of property, forgery, and computer fraud. Money is covered while it is inside your premises or in a banking institution. This coverage is purchased separately and there is an additional cost. For more information on this coverage, please contact your CIRMA Underwriter.

CIRMA's training and education programs are tailored specifically for municipalities and school districts. CIRMA's **Regional**

Training sessions are open to all CIRMA members employees.

Members may schedule onsite "**Member-Only**" training programs, which can be used to train an entire department or selected staff at one time on a specific topic.

For recommendations for your school or town's training needs or to schedule a Member-Only session, please contact your CIRMA Risk Management Consultant.

Member-Only

Regional Training Sessions

MARCH 2019

[Tree Trimming Safety and Awareness](#)

March 18, 2019

Milford, CT

APRIL 2019

[Understanding the Basics of Cyber Risk](#)

April 1, 2019

(Morning session - 10:00 AM - 12:00 Noon)

Westport, CT

[Understanding the Basics of Cyber Risk](#)

April 1, 2019

(Afternoon session - 1:00 PM - 3:00 PM)

Westport, CT

[Confined Space Entry](#)

April 2, 2019

Norwalk, CT

[Hazard Communication, Bloodborne Pathogens, & Preventing Harassment](#)

April 9, 2019

Newington, CT

[Understanding the Risks of Social Media Use](#)

April 11, 2019

East Windsor (Broad Brook), CT

[Tree Trimming Safety and Awareness](#)

April 16, 2019

Woodbury, CT

[Fall Protection & Tree Trimming Safety and Awareness](#)

April 23, 2019

Thomaston, CT

[Tree Trimming Safety and Awareness](#)

April 25, 2019

Manchester, CT

MAY 2019

[Understanding the Basics of Cyber Risk](#)

May 14, 2019

New London, CT

[Understanding the Basics of Cyber Risk](#)

May 23, 2019

Plainfield, CT

JUNE 2019

[CIRMA's Defensive Driving Course](#)

June 6, 2019

Sessions

Open to employees of the listed Town/BOE Only!

MARCH 2019

Tolland Employees

[Preventing Sexual Harassment for Supervisors and Staff](#)

March 19, 2019

Trumbull Employees

[Three Topics for Employee Safety](#)

March 26, 2019

Trumbull Employees

[Three Topics for Employee Safety](#)

March 26, 2019

APRIL 2019

Somers Employees

[Preventing Sexual Harassment for Supervisors and Staff](#)

April 1, 2019

(Afternoon session - 4:00 PM - 6:00 PM)

Somers Employees

[Preventing Sexual Harassment for Supervisors and Staff](#)

April 1, 2019

(Evening session - 7:00 PM - 10:00 PM)

Danbury BOE Employees

[Preventing Sexual Harassment for Supervisors and Staff](#)

April 16, 2019

Trumbull Employees

[Hazard Communication](#)

April 17, 2019

(Session A - 10:00 AM - 11:00 AM)

Trumbull Employees

[Hazard Communication](#)

April 17, 2019

(Session B - 11:00 AM - 12:00 Noon)

MAY 2019

Chester Fire Dept Employees

[Bloodborne Pathogens](#)

May 6, 2019

Danbury BOE Employees

[Preventing Sexual Harassment for Supervisors and Staff](#)

East Windsor (Broad Brook), CT

[Understanding the Basics of Cyber Risk](#)

June 18, 2019

Weston, CT

May 10, 2019

Danbury Employees

[Confined Space Entry](#)

May 20, 2019

JUNE 2019

Tolland Employees

[Confined Space Entry](#)

June 11, 2019

AUGUST 2019

Tolland Employees

[Ladder Safety](#)

August 13, 2019

NOVEMBER 2019

Tolland Employees

[Lockout/Tagout](#)

November 5, 2019

TOWN OF NEWTOWN PENSION PLAN - POLICE PERSONNEL

APPENDIX APENSION TRUST SUMMARY

PLAN SPONSOR: Town of Newtown
 EFFECTIVE DATE: July 1, 1965
 ANNIVERSARY DATE: July 1 of each year.
 VALUATION DATE: July 1, 2018

DEFINITIONS

Compensation: Total compensation limited each year to 125% of base compensation.
 Final Average Compensation includes the participants highest 36 consecutive months.

Participation: Eligibility - Service: 6 Months
 Maximum Age: 60

The Plan was closed to new entrants as of May 5, 2015.

Entry Date: On the first day of the month following satisfaction of eligibility.

Service: Continuous employment with the Town.

Credited Service: Service used in the determination of plan benefits. Includes all service except:

- (1) Service in excess of 30 years.
- (2) Service after July 1, 1965 during which an employee could have made employee contributions but did not.
- (3) Service prior to July 1, 1965 if an employee did not elect to be covered on that date.

Normal Retirement Date: First of the month coinciding with or following the earlier of:

- (1) Age 60 with at least 10 years of continuous Credited Service.
- (2) 25 years of Service at any age.

Early Retirement Date: Anytime after completing 20 years of Service.

Normal Retirement Benefit: 2.25% of Final Average Compensation times years of Credited Service.

PENSION TRUST SUMMARY - Continued

Early Retirement Benefit:	Accrued Benefit reduced 6% for each year prior to Normal Retirement Date.
Normal Form of Benefit:	Modified Cash Refund Annuity.
Disability:	
Eligibility:	At least one year of service and unable to work in any occupation.
Benefit:	2.25% of base salary times years of Credited Service subject to a minimum of 25% of base salary and one of the following maximums: <ul style="list-style-type: none"> (1) Job related disability - 85% of base salary less any other Town funded disability benefits (Social Security, Worker's Compensation, etc.). (2) Non-job related disability - 50% of base salary.
Pre-Retirement Spouse's Benefit:	The following benefits are available to the spouse of an actively employed policeman who dies: <ul style="list-style-type: none"> (1) Death incurred in the line of duty - 50% of a Policeman's Normal Retirement Benefit, assuming salary and service would have continued to Normal Retirement Date. There is no age or service requirement for this benefit. The benefit stops when the spouse remarries or dies. (2) Death not incurred in the line of duty - Benefit is equal to the 50% Joint and Survivor Benefit that would have been available if the policeman had retired on his date of death. Participant must have been eligible for Early or Normal Retirement to qualify for this death benefit. The benefit stops when the spouse remarries or dies.
Death Benefits:	Return of Employee Contributions plus interest (active and terminated only).
Vesting:	100% vesting in Employer portion of Normal Retirement Benefit at the completion of 10 years of Credited Service.
Cost of Living Adjustment:	
Eligibility:	There are three (3) retired members of the plan who are eligible for and receive Cost of Living Adjustments. There is no Cost of Living Adjustment for any other currently active or currently retired member.
Benefits:	Annual cost of living increased will be provided to eligible retired policemen in an amount equal to the smaller of: <ul style="list-style-type: none"> (1) 50% of the rate of salary increase for new policemen (2) 3%

PENSION TRUST SUMMARY - Continued

- Special Buy Back: Special provision which allowed L. Carlson, M. Fekete, J. Mooney and H. Stormer to resume employee contributions and buy back past contributions plus 5½% interest.
- Military Buy Back: MERF B type of military service buyback which allowed for the buyback of military service during the Korean and Vietnam hostilities by contributing 2% of earnings for each such year of service. In addition, another MERF B type of military service buyback which allowed for the buyback of 75% of military service which took place outside of the Korean and Vietnam hostilities by contributing 2% of earnings for each such year of credited military service.
- Employee
Contributions: 5% of Compensation for all members. Maximum contribution period is 30 years.

TOWN OF NEWTOWN PENSION PLAN

APPENDIX APENSION TRUST SUMMARY

PLAN SPONSOR: Town of Newtown
 EFFECTIVE DATE: July 1, 1965
 ANNIVERSARY DATE: July 1 of each year.
 VALUATION DATE: JULY 1, 2018

DEFINITIONS

Compensation: Base Salary as of July 1 each year. For departments that do not report base salary, actual earnings from prior plan year are used. Final Average Compensation includes the participants five (5) highest consecutive years.

Participation: Eligibility - Service: 6 Months
 Maximum Age: 60

Entry Date: On the first day of the month following satisfaction of eligibility, with the participant's election to make employee contributions (2% of base salary).

Service: Continuous employment with the Town.

Credited Service: Service used in the determination of plan benefits. Includes all service except:

- (1) Service in excess of 30 years.
- (2) Service after July 1, 1965 during which an employee could have made employee contributions but did not.
- (3) Service prior to July 1, 1965 if an employee did not elect to be covered on that date.

Normal Retirement Benefit: Greater of:

- (1) 2% of Final Average Compensation times years of Credited Service, less 50% of Social Security (at SSNRA),
- or
- (2) 1.15% of Final Average Compensation times years of Credited Service.

If a participant retires on or after his Normal Retirement Age (earlier of 30 years of Service or age 65), he will receive an additional temporary benefit equal to 50% of Social Security from his retirement date to his 65th birthday.

Normal Form of Benefit: Modified Cash Refund Annuity.

Death Benefits: Greater of Qualified Survivor Annuity or return of Employee Contributions plus interest (active and terminated only).

Vesting: 100% vesting in Employer portion of Normal Retirement Benefit at the completion of 10 years of Credited Service. Town Hall contract employees and department heads are eligible for 100% vesting after 5 years of Credited Service.

DEPARTMENT: GRANTS ADMINISTRATION

ACCOUNT DETAIL

Salaries & Wages – Full Time: The EDC/FHA coordinator belongs to the Town Hall Employees CSEA, Local 2001 SEIU Union. Salaries & wages for this union reflect an increase of 2.25%, an estimate, as a contract has not been finalized yet. A salary enhancement has been added in the amount of \$3,384.

This position works (50%) under the Planning function for EDC/grants administration and (50%) under the Fairfield Hills Authority.

<u>Grants Administration</u>	<u>2018 - 2019</u>			<u>2019 - 2020</u>		<u>INCREASE (DECREASE)</u>	
			AMENDED		1st SELECTMAN		
<u>POSITION</u>	<u>union</u>	<u># AUTH.</u>	<u>BUDGET</u>	<u># AUTH.</u>	<u>PROPOSED</u>	<u># AUTH.</u>	<u>BUDGET</u>
EDC/FHA coordinator (\$46,014)	th	1	20,450	1	23,007	0	2,557
(37.5 hr/week - charged to: 50% grants; 50% FHA Spec Rev)							

Group Insurance; Social Security Contributions; Retirement Contributions: Group Insurance – This amount includes medical benefits, life insurance and long term disability. The medical benefit piece reflects the amount charged by the Medical Self Insurance Fund for the employer’s share of employee medical benefit costs. See the Medical Self Insurance Fund section, starting on page 292, for a breakdown of medical benefit costs and the distribution of costs to the various departments. The life insurance piece reflects the cost of the life insurance benefit per union contract. The long term disability piece reflects the cost of the long term disability benefit per union contract. Social Security Contributions – this amount reflects the employer’s share of the Social Security and Medicare federal retirement program (Federal Insurance Contributions Act). The employers share is 7.65% of payroll (including overtime). 6.2% is for Social Security and 1.45% is for Medicare. Retirement Contributions – this amount reflects a portion of the annual required contribution (ARC) that is need to properly fund the pension plan. The ARC is expressed as a percent of payroll. See the Pension Fund section starting on page 290 for a description of the pension plans and a breakdown of the ARC (by department). It also includes any contributions to a defined contribution plan (if the employee is not eligible for the pension plan).

Contractual Services – 0-

2018 – 2019 Grants Summary

2018 AARP Community Challenge:

Assisted Friends of Newtown Seniors (FONS) in their final grant application to provide transportation for seniors.

2019 AARP Community Challenge:

Writing the grant application for SHOP to obtain funds for signage for the Heritage Trail (Museum in the Streets).

State of CT – DECD - Round 12 Municipal Grant program:

Worked with Naugatuck Valley COG to apply for funds to remediate 7 Glen Rd (tax foreclosure property).

Neglected Cemetery Grant – 2018:

Applied for funds to make repairs to Sandy Hook Cemetery. Awarded - \$2,500

State of CT – DECD – Brownfield Area-wide Planning grant - 2018:

Worked with Naugatuck Valley COG to apply for grant for development of a strategic water and sewer infrastructure improvement plan for the Fairfield Hills campus. Naugatuck Valley COG unsuccessful in application.

Small Cities – 2018:

Unable to apply due to lack of adequate list of homeowners in need.

Small Cities – 2019:

Apply for funds under Housing Rehabilitation. Unable to apply due to no responses to RFP, then resignation of Social Services Director.

State of CT – Judicial Branch – VOCA:

Applied for funds to continue supporting the trauma recovery initiative. Awarded.

Naugatuck Valley COG– EPA Revolving Loan Fund (treated as grant):

Applied to remediate portion of 28a Glen Rd property (tax foreclosure property). Expecting response mid-April.