

**TOWN MANAGER'S REPORT**  
**FOR THE NOVEMBER 18, 2014 TOWN COUNCIL MEETING**

➤ **Holiday in the Park**

The Holiday in the Park event will be held on Saturday, December 13th in Town Hall from 3:00 pm – 5:00 pm. Santa will arrive by fire truck and a face painter and balloon artist will provide entertainment for the children. This year we have added a craft table to the event. The holiday tree will be lit at 5:00pm followed by caroling.

➤ **Holiday Luncheon for Town Staff**

The holiday staff luncheon will be held on Friday, December 19th from 12:00 pm – 2:00 pm at The Café on 26 in the Chef's dining room. It has been a tradition of the Town to give holiday bonuses to each employee in the amount of \$200.00, net of taxes, for all permanent employees who have been employed with the Town for at least six months. The Town Manager and Police Chief are not eligible to receive a bonus. Unless there is an objection from Council, bonuses will be distributed at the staff luncheon again this year.

➤ **State Group Health Insurance Plan**

On October 31st, Donna and I attended a training session in Dover to learn how to use the State's secure benefit website. Additionally, we discussed COBRA and HIPAA. We also were informed that six more groups will be joining the State's Plan beginning July 1, 2015.

On November 6th, our employees attended the special open enrollment meeting facilitated by the State's Benefit Office. Employees had lots of questions including how the employee contribution rates for each of the six plans were determined. Employees asked why the Town had not reduce the premium costs for all plans above the basic plan by the total amount the Town was willing to contribute for the basic plan with the employees paying the difference. This would allow employees to select better coverage at an affordable cost and does not increase any costs to the Town.

My goal for the transition to the State's plan was to keep it simple since this was only a six month contract and I knew we would be making changes again in the next budget cycle. Therefore, at the October Town Council meeting, I recommended to council that the same employee contribution rates approved during the FY2014 budget process be continued. The budgetary impact for 100% coverage of the State's basic plan would amount to an additional \$1,910 per month which could be absorbed without an ordinance for a budget amendment.

Upon further review of the rate structure, the budget and a meeting with department heads, I revised the rates for the six month period (See attachment). Based on the actual selection of plans by our employees there will be no material changes from what I reported at the October meeting and it appears we may come in under budget for this line item.

The special enrollment period is now closed and all employees have been enrolled in the State's Plan.

➤ **2015 Homecoming**

The next Homecoming Event is scheduled to be held on Saturday, May 9, 2015 from 10:00 am – 2:00 pm. Randy Ashcraft and the Salt Water Cowboys will be the featured band for this event.

➤ **Website Redesign**

Staff continues to work with EvoGov on the new Ocean View website.

