

**Health Insurance Trustee Meeting – Minutes**  
**Friday, December 2, 2016**  
**8:00AM**  
**Administration Building, Room 13**

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Member Attendees:

Bob Evans, Mary Brolin, Steve Barrett, Margaret Dennehy, Peter Berry

Mon-member Attendees:

Marie Altieri , Clare Jeannotte, Jodi Phelan, Pat Haras, Ruth Cvitkovich, Peter Savage

- 1) Meeting was called to order at 8:00AM by the chairman.
- 2) Approval of Minutes  
Minutes for the October 2016 meetings were approved as is.
- 3) Treasurer's Report – There are discrepancies between Treasurer's report and Cook & Co reporting. Cash flow is a view to understand if funding will cover costs and as a projection. Treasurer's report is based on actuals. Reconciliation will help to identify issues. Cook & Co and the Treasurer will work to reconcile.
- 4) Cash Flow Report Discussion  
Continued positive balances at this point across plans.
- 5) Approve Preliminary Advice on Expected Rate Increases for FY18  
If claims continue in the same fashion, we are looking at 4% increase. Biggest factor are the drug increases. Trend for premium increases are 6-7%. 20-25% of past year's claims is the target to have in reserves. Bob suggested 5% for schools/town through February for budgeting. We will agree on preliminary numbers in January and vote on actuals in February.
- 6) Discuss & approve Cook & Co proposed contracts  
Approved with understanding when Peter leaves the contract needs to be reviewed.
- 7) Discuss & approve draft audit including management statement  
Approved (Bob will send to Jodi to forward to Town – needs saving in updated format).
- 8) Discuss & approve draft report for Acton's Annual report  
Approved with one modification of adding the percentage paid by employees and employer for each plan.
- 9) Next Meeting: Thurs Jan 26<sup>th</sup>

There is a Dec 13<sup>th</sup> informational meeting with unions to begin process of discussing any plan alternatives.

Adjourned at 8:45AM