



Fairhaven Board of Selectmen

March 2, 2015 Meeting Minutes

Present: Chairman Robert J. Espindola, Vice-Chairman Geoffrey Haworth, Clerk Charles K. Murphy, Executive Secretary Jeffrey Osuch, and Administrative Assistant Anne Kakley.

Chairman Robert J. Espindola called the meeting to order in the Town Hall Banquet Room at 6:32 p.m.

EXECUTIVE SECRETARY'S REPORT

In his report, Mr. Osuch updated the Selectmen on the following meetings and events:

- Tuesday, **March 3**
 - 2:00 p.m. – Economic Summit
- Wednesday, **March 4**
 - 2:00 p.m. – Oxford/Rogers RFP opening
- Thursday, **March 5**
 - 8:00 to 9:30 a.m. – Forum – New Bedford Buzzard's Bay Coalition Office
 - 10:00 a.m. – Town Hall elevator inspection
 - 2:00 p.m. – Mattapoisett River Valley Water Advisory meeting
 - 7:00 p.m. – Finance Committee
- Monday, **March 9**
 - 9:30 a.m. – Council on Aging board meeting
 - 4:00 p.m. – Capital Planning Committee
- Tuesday, **March 10**
 - 3:30 p.m. – Mattapoisett River Valley Water Advisory at BPW
 - 4:30 p.m. – Mattapoisett River Valley Water District at BPW
- Thursday, **March 12**
 - 7:00 p.m. – Finance Committee
- Friday, **March 13**
 - 8:00 to 10:00 a.m. – Legislative Breakfast at the Mattapoisett Library
- Monday, **March 16**
 - 1:00 p.m. – Jeff Dugan at the Council on Aging

BPW RESTRUCTURING BALLOT QUESTION

The Board reviewed the ballot question from the General Court Chapter 389 of the Acts of 2014 to ask Town voters if they wish to restructure the Board of Public Works. Although the ballot language was entirely contained within the legislation, the Board of Selectmen requested Town Counsel add language to the end to clarify a “Yes” and “No” vote. See Attachment A.

Mr. Haworth motioned to approve the language in Attachment A for the April 6, 2015 Town Election ballot. Mr. Murphy seconded. Vote was unanimous. (3-0). The ballot question will be forwarded on to the Town Clerk.

STONE STREET DONATION – BBC

The Board reviewed a proposal from the Buzzard’s Bay Coalition to convey a 3-acre Stone Street property to the Town in care of the Conservation Commission. The Conservation Commission met on February 23, 2015 and they voted to accept the donation.

Mr. Osuch said that they wanted a provisional approval from the Board of Selectmen and an authorization for the Chairman to sign the paperwork related. Mr. Haworth said that there would be a walking trail and the parcel is right next to the Nasketucket Woods. Mr. Haworth motioned to approve and authorize the Chairman to sign the documents upon completion and review by the Board. Mr. Murphy seconded. Vote was unanimous. (3-0).

GOOD ENERGY DOCUMENTS

Mr. Haworth motioned to approve the Good Energy contract documents upon review by Town Counsel. Mr. Murphy seconded. Vote was unanimous. (3-0).

“KEEPING SENIORS WARM” GIFT ACCOUNT

The Board reviewed a request from Anne Silvia to create a “Keeping Seniors Warm” Gift Account, to be created by a \$10,000 cash donation from an anonymous donor. The signatories will be Anne Silvia and Lucille Dauteuil. See Attachment B. Mr. Haworth motioned to create the gift account “Keeping Seniors Warm” as described in Attachment B. Mr. Murphy seconded. Vote was unanimous. (3-0).

ASSESSORS BUDGET

The Board met with Del Garcia, Assistant Assessor. Mr. Garcia said that he had made some changes to the budget based on their last discussion, reducing the Assessor’s contracted services by \$13,642.

BATES PROPERTY – SALE OF PARCEL

At 7:00 p.m., the Board met with David Despres, Chairman of the Historical Commission, and Gary Lavolette, Historical Commissioner, regarding the potential sale or lease of a Town-owned landlocked parcel located adjacent to the Joseph Bates boyhood home on Main Street to the Seventh Day Adventists.

Mr. Despres gave an overview to the parcel of land, which contains the ruins of an 1685 structure, the Thomas Taber house. Thomas Taber was a descendent of John Cook, an original Mayflower passenger. The ruins are believed to be the oldest remaining structure in Fairhaven. Mr. Despres said that the parcel was gifted to the Old Dartmouth Historical Society in the 1920s and was eventually deeded to the Town. Mr. Despres said that there was a deed restriction preventing the sale of the parcel, but Mr. Osuch said that deed restriction had expired recently due to non-renewal. Mr. Despres said that the Historical Commission was not in favor of selling the parcel.

Representatives from the Seventh Day Adventists wish to maintain the parcel, remove a large tree endangering their structure, and clear up their deed to address the portion of the house that rests on the Town-owned parcel. The representatives said that they would allow public access to the parcel and would pay for an appraisal. The actual value of the parcel is low, and the Board discussed various possibilities, such as leasing instead of selling, or placing a deed restriction to prevent its resale to a third party. Mr. Haworth asked that the Board make it clear to the Church that leasing is a possibility so that they understand the risk in paying for the appraisal. Further, Mr. Haworth asked if the Board's consensus was at least support for an easement. The Board answered in the affirmative. Mr. Haworth, Mr. Osuch and Mr. Despres will meet with the Seventh Day Adventists again, possibly via teleconference.

FY16 BUDGET

After a budget discussion, the Board agreed to meet their budget goal of FY16 through the following:

1. Moderator: \$800 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
2. Selectmen: \$377,735 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
3. Town Accountant: \$104,490 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
4. Audit Expenses: \$41,500 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
5. Data Processing: \$127,470 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
6. Treasurer: Hold
7. Tax Title: \$30,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
8. Town Clerk: \$100,616 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
9. Election and Registration: \$38,430 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
10. Town Collector: Hold
11. Assessors: \$173,912 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).

12. Town Hall: \$102,642 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
13. Council on Aging: \$173,386 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
14. Town Meeting: \$5,467 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
15. Finance Committee: \$3,316 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
16. Planning Board: \$5,805 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
17. Planning and Economic Development: \$113,328 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
18. Board of Appeals: \$5,130 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
19. Personnel Board: \$0 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
20. Legal Expenses: Hold
21. Engineering: \$2,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
22. Conservation Commission: \$15,627 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
23. Office of Tourism: \$75,955 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
24. Commission on Disability: \$1,300 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
25. Police Department: \$3,141,633 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
26. Fire Department: Hold
27. Fire Alarm: \$18,464 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
28. Building Department: \$137,574 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
29. Tree Warden: Hold
30. Shellfish Inspection: \$109,656 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
31. Care of Dogs and Other Animals: \$60,100 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
32. Emergency Management: \$8,664 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
33. Sealer of Weights and Measures: \$7,448 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
34. Street Lighting: \$50,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
35. Board of Health: \$664,147 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).

36. Enforcement Agent: \$20,503 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
37. BPW Administration: \$166,048 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
38. Highway: \$2,008,229 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
39. Sewer: Hold
40. Water: Hold
41. Veterans' Services: \$935,653 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
42. Elementary/High School: \$18,711,194 – Mr. Haworth motioned to recommend this amount. Mr. Espindola seconded. Vote carried with one vote of opposition from Mr. Murphy, who said that he wanted to hear from the School Department on the imposed \$26,000 cut. (2-1).
43. Greater New Bedford Regional Vocational Technical High School: Hold
44. Bristol Agricultural High School: \$22,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
45. Millicent Library: \$619,705 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
46. Recreation Center: \$303,927 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
47. Park: \$114,116 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
48. Contributory Retirement: \$2,662,396 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
49. Group Insurance: \$3,950,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
50. Memorial Day: \$2,500 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
51. MA Employment Security: \$115,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
52. OPEB: \$75,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
53. Reserve Fund
 - a. Reserve Fund – General: \$175,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - b. Reserve Fund – Water: \$25,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - c. Reserve Fund – Sewer: \$25,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
54. Town Insurance: \$745,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
55. Town Report: \$3,200 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
56. FICA – Medicare: \$321,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).

57. Buzzard's Bay Action Committee: \$760 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
58. Rape Crisis Project: \$2,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
59. Fine Arts: \$1,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
60. Historical Commission
 - a. Administration: \$500 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - b. Academy Building: \$5,750 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - c. Fire Museum: \$1,250 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - d. Fort Phoenix: \$1,750 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - e. Old Stone Schoolhouse: \$500 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
61. Stabilization Fund: \$0 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
62. General Fund
 - a. Debt: \$2,439,294 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - b. Interest on Debt: \$560,738 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - c. Interest on Temporary Loans: \$60,000 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
63. Water Fund
 - a. Debt: \$46,950 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - b. Interest on Debt: \$25,005 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - c. Interest on Temporary Loans: \$0 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
64. Sewer Fund
 - a. Debt: \$304,261 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - b. Interest on Debt: \$91,349 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).
 - c. Interest on Temporary Loans: \$0 – Mr. Haworth motioned to recommend this amount. Mr. Murphy seconded. Vote was unanimous. (3-0).

At 8:31 p.m., Mr. Haworth motioned to enter Executive Session, pursuant to MGL 30A § 21:

1. Clerical Union grievance
2. Conservation Commission – Use of Town Counsel

Mr. Murphy seconded the motion to enter Executive Session for the aforementioned reasons, with the intent to reconvene into open session afterward. Vote was unanimous. (3-0). Roll call vote: Mr. Haworth in favor. Mr. Murphy in favor. Mr. Espindola in favor.

The Board re-entered open session at 9:45 p.m.

WELLNESS ARTICLE

Mr. Espindola presented his petitioned article for a wellness program for Town employees. See Attachment C. The \$18,000 appropriation could be designated for various health initiatives as determined through collaborative efforts with Town unions. Mr. Espindola said that the appropriation could be viewed as an investment, as it was projected to reduce absenteeism, increase productivity and lower health costs for the Town.

Mr. Haworth asked if the appropriation was a one-time cost or recurring. Mr. Espindola said that there would be recurring costs but that the recurring costs could be adjusted depending on services anticipated.

At 10:02 p.m., Mr. Haworth motioned to enter Executive Session, pursuant to MGL 30A § 21:

1. Town Hall personnel

Mr. Murphy seconded the motion to enter Executive Session for the aforementioned reason, not to reconvene into open session afterward. Vote was unanimous. (3-0). Roll call vote: Mr. Haworth in favor. Mr. Murphy in favor. Mr. Espindola in favor.

Respectfully,

Anne O'Brien-Kakley
Administrative Assistant
Minutes approved 03/16/2015

Attachment A

Ballot Question:

Shall an act passed by the general court in the year 2014 entitled “an act relative to the board of public works in the town of Fairhaven” be accepted by the town?”

Yes ____

No ____

If the town accepts chapter 389 of the acts of 2014 the board of public works will continue to be an elected board of five at large members. The current board members will continue to serve their current terms. The board’s present authority over the town’s roads, water supply, sewers, parks, cemeteries, and landfill will be transferred to the board of selectmen for policy decisions, and to the town administrator for daily and reporting supervision. The board of public works would become an advisory body to the town administrator, and would take on the role of citizens’ advocate in the administration of public works.

A “yes” vote means you are in favor of transferring the board of public works’ present authority to the board of selectmen and the town administrator.

A “no” vote means you are in favor of having the board of public works keep its present authority.

If a majority of the voters voting on said question vote in the affirmative, then said provisions shall take effect in the town, but not otherwise.



Town of Fairhaven Massachusetts

COUNCIL ON AGING INFORMATION AND REFERRAL CENTER

229 Huttleston Avenue
Fairhaven, Massachusetts 02719-1956
Telephone: (508) 979-4029 / (508) 979-4081
Fax: (508) 979-4116
ASilvia@Fairhaven-MA.Gov

*ANNI,
PLEASE
SCAN & SEND TO
ALL THREE of us
(AND Jeffrey)
AND include CO/
Correspondence to
Read
on
Monday
Thank
Bob*

February 23, 2015

Dear Selectmen,

I am sending this letter to inform you of a wonderful donation the Fairhaven Council on Aging received on February 23, 2015. The donor wishes to remain anonymous.

The donor spoke to me in early February stating that she wanted to make a donation to be used specifically to assist seniors who have difficulty paying for heat for their homes. She stated she wanted to donate \$10,000.00. Together she and I decided to call this donation "Keeping Seniors Warm". The donor created stipulations in regard to who would be eligible for the assistance. I have enclosed a copy of the stipulations for your review which the donor has sign as anonymous.

I spoke with Anne Carreiro, Town Accountant, who states the donation would be put into an account through the Fairhaven Council on Aging and drawn upon to pay heating bills (oil, gas and electric) in accordance with the stipulations. As the Director of the Council on Aging, I assure you that the donor's wishes will be honored. This donation will certainly improve the quality of life for many seniors for many years to come.

Respectfully Submitted,

Anne Silvia, Director
Fairhaven Council on Aging

Keeping Seniors Warm

An anonymous donation of \$10,000.00 was given to the Fairhaven Council on Aging on February 23, 2015 specifically to be used to assist seniors in paying for their fuel sources per the request of the donor. The donor wishes to be kept anonymous. The following stipulations have been put into place by Anne Silvia, Director of the Fairhaven Council on Aging and in agreement with the donor.

1. Recipients of this donation must be 60 years old or older and reside in Fairhaven.
2. The senior must have a monthly income of \$1,500.00 or less or household of \$1,800.00 or less.
3. The monies from this donation will be used to pay for oil fills, gas bills or electric bills (if electricity is used to heat the home).
4. Seniors will first have to exhaust any assistance they are receiving for fuel assistance (ie: PACE) before receiving assistance from this donation.
5. A cap of \$500.00 per calendar year will be allotted per household to be reviewed if need be.
6. Oil, gas or electric bills will be submitted to the Fairhaven Council on Aging who will then process paying the bill through the town accountant. No monies will be given directly to the senior receiving the assistance.
7. Ladies receiving assistance from the ARAW are excluded from monies from this donation since they receive assistance for heating from the ARAW.
8. All request for heating payments (oil, gas or electric) will be reviewed and approved by Anne Silvia or Lucille Dauteiul before being submitted for payment through the Town of Fairhaven.

Anonymous

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK

OFFICIAL CHECK

HOLD DOCUMENT UP TO THE LIGHT TO VIEW TRUE WATERMARK



057-0012
0115

512900687-9

February 23, 2015

PAY **** \$10,000.00 **** DOLLARS

TO THE ORDER OF * Town of Fairhaven *

MEMO:

Drawer: RBS Citizens, N.A.
Citizens Bank is a division of RBS Citizens, N.A.



Ally J... MA (de)
AUTHORIZED SIGNATURE MP

⑈ 5 1 290068 7 ⑈ ⑆ 0 1 1 500 1 20 ⑆

20752164⑈

Wellness Program Outline (DRAFT)

1-21-2015

Personal Health Costs

- Medical Care
- Pharmacy

Health Related Productivity Costs

Absenteeism

- Short Term Disability
- Long Term Disability

Presenteeism

- Overtime
- Turnover
- Administrative Costs
- Replacement Training
- Off-site Travel for Care
- Customer Dissatisfaction
- Variable Product Quality



Medical costs are just the tip of the iceberg when looking at costs avoided and potential savings.

There are also productivity related savings to be realized.

Town of Fairhaven Total Health Related Costs:

Estimated Excess Personal Health Costs: \$283,000

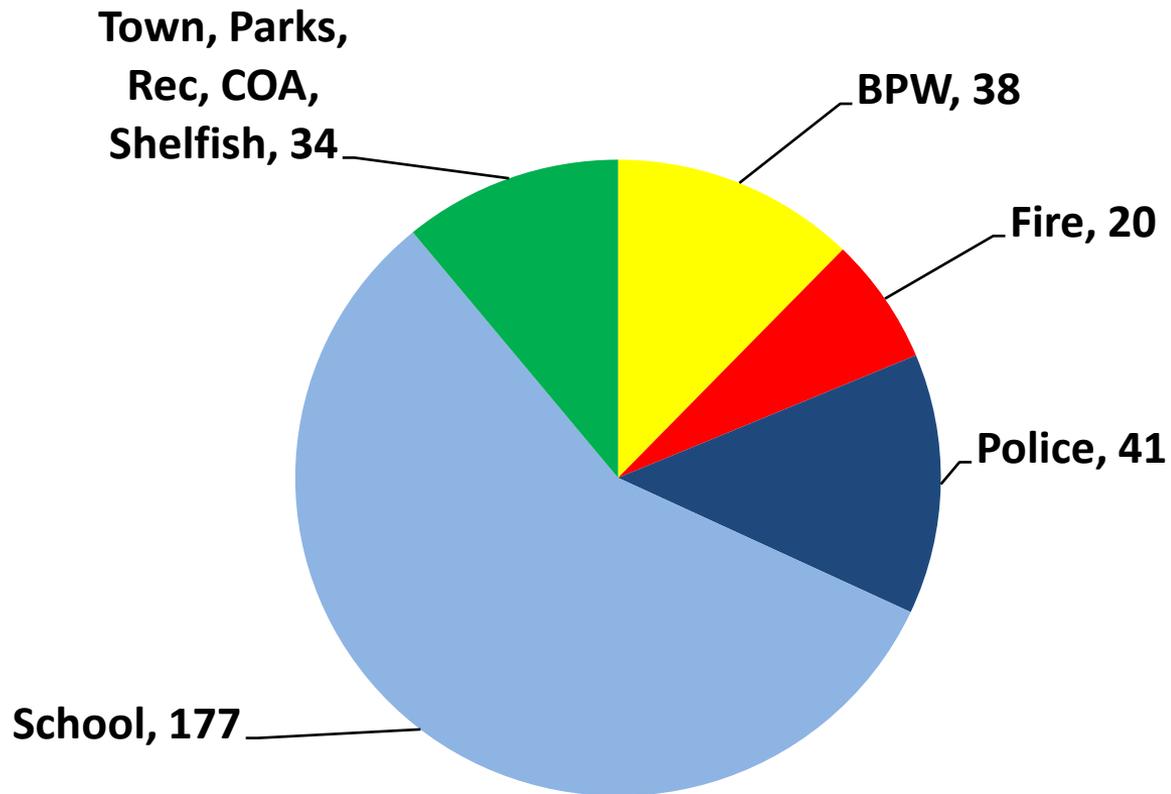
Estimated Excess Productivity Costs: \$849,000

Total Estimated Excess Costs: \$1,132,000

Sources: 2006 Mercer Employer Annual Survey, Edington DW Burton WN Health and Productivity.

In McCunney RJ, Editor *A Practical Approach to Occupational and Environmental Medicine*. 3rd edition Philadelphia PA. Lippincott, Williams and Wilkens, 2003; 40-152. Loepke, R. et al. Health-Related Workplace Productivity Measurement General and Migraine Specific Recommendations from the ACOEM Expert Panel. JOEM April 2003. Volume 45. Number 4. Pages 349-359.

Breakdown of Employees on Town Insurance Plan (Includes Retirees by department)



CCI Medical Marijuana Facility – Host Agreement

NOW, THEREFORE, in consideration of the above, CCI offers and the TOWN accepts the following benefits pursuant to the terms of this Agreement, and in accordance with M.G.L. 44 §53A:

1. CCI shall pay to the TOWN 2% of the gross revenue received by CCI on and after a date which is six months (the “Grace Period”) from the date of commencement of sales in the Town of Fairhaven. If after the Grace Period CCI cultivates and/or processes marijuana or related products within the Town for dispensing at the RMD, CCI shall pay the Town an additional 1% of the gross revenues received by CCI after the Grace Period, provided that

COASTAL COMPASSION, INC.
HOST COMMUNITY AGREEMENT
FAIRHAVEN, MA

Page 1 of 5

6. The purpose of this Agreement is to assist the TOWN in addressing any public health, safety and other effects or impacts the RMD (cultivation & processing) may have on the TOWN.

The TOWN shall use the above-referenced payments in its sole discretion consistent with the purpose of the agreement, but shall make a good faith effort to allocate said payments for community wellness programs, and other efforts and initiatives for the support of the health of the citizens of the TOWN.

CCI Medical Marijuana Facility – Host Agreement Projected Annual and Cumulative benefit to the Town

	1	2	3	4	5	6	7	8	9	10
Rev	\$ 5,055,847	\$ 7,500,821	\$ 8,917,084	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792
2%	\$ 101,117	\$ 150,016	\$ 178,342	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176
		\$ 251,133	\$ 429,475	\$ 625,651	\$ 821,827	\$ 1,018,003	\$ 1,214,178	\$ 1,410,354	\$ 1,606,530	\$ 1,802,706
3%	\$ 151,675	\$ 225,025	\$ 267,513	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264
		\$ 376,700	\$ 644,213	\$ 938,476	\$ 1,232,740	\$ 1,527,004	\$ 1,821,268	\$ 2,115,531	\$ 2,409,795	\$ 2,704,059

	Year									
	1	2	3	4	5	6	7	8	9	10
Gross Revenue	\$ 5,055,847	\$ 7,500,821	\$ 8,917,084	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792	\$ 9,808,792
2%	\$ 101,117	\$ 150,016	\$ 178,342	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176	\$ 196,176
Current		\$ 251,133	\$ 429,475	\$ 625,651	\$ 821,827	\$ 1,018,003	\$ 1,214,178	\$ 1,410,354	\$ 1,606,530	\$ 1,802,706
3%	\$ 151,675	\$ 225,025	\$ 267,513	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264	\$ 294,264
With Cultivation		\$ 376,700	\$ 644,213	\$ 938,476	\$ 1,232,740	\$ 1,527,004	\$ 1,821,268	\$ 2,115,531	\$ 2,409,795	\$ 2,704,059

A robust wellness program should include at least two of the primary activities and at least one of the secondary activities listed below.

PRIMARY

Visible Support from Senior Leadership

Examples:

- Endorsement by senior leadership once a quarter (at minimum). These endorsements can be in the form of emails, videos, phone messages, intranet messages, payroll stuffers, meeting announcements and other highly-visible company communication channels
- The meaningful participation of senior leadership in the wellness program

Already formed steering committee and leadership has committed to participating

Incentive Design and Implementation

- Mutually agreed upon strategic plan to develop substantive incentive programs. (Examples: premium differential, personal savings accounts, cash incentives such as lotteries or gift cards)

See Proposed Plan details

A robust wellness program should include at least two of the primary activities and at least one of the secondary activities listed below.

PRIMARY

Wellness Program Communication Strategy

- A documented and enacted communications timeline containing multi-model communications (examples: meetings, email, payroll stuffer, intranet, video, phone messaging)

Monthly Wellness newsletter via e-mail.

Monthly Posters at each location

Comprehensive Wellness Strategy Focused on Risk Reduction

Implement target programs based on population risks identified by BCBSMA. Targets risks may include:

- Poor Exercise habits
- Poor Eating Habits
- High Stress
- Tobacco Use
- Preventive care

Utilize onsite training sessions offered by BCBS as part of this strategy.

May be able to partner with other non-profit organizations as well to help lower the cost associated with this.

A robust wellness program should include at least two of the primary activities and at least one of the secondary activities listed below.

SECONDARY

Create a Wellness Committee

- Identified, accountable wellness committee that meets at least quarterly (BCBSMA wellness consultant must be invited)
- Committee members are required to participate in quarterly BCBSMA best-practices webinars

Draw from a mix of Administration and Union representatives.

Strategic Support

Examples:

- Identified wellness leader with dedicated time for program
- Identified budget
- Incorporate wellness into management training to support employee participation
- Wellness initiatives and outcomes included in performance goals of key personnel

Would like to see a leader from each Department and each Union.

Provide Incentives for these individuals

Working through budget at this time.

A robust wellness program should include at least two of the primary activities and at least one of the secondary activities listed below.

SECONDARY

Wellness Policy

Examples:

- Smoke-free workplace policy in place or actively working towards implementation
- Programs available to employees during work time
- Cafeteria and vending healthy choice policy
- Flex time available to employees to allow participation in onsite wellness programs and other activities

Making programs available during work hours or providing Flex Time would require a lot of work with Department Heads and Unions.

Viability could be studied by Wellness Committee.

Physical Environment Supports

Examples:

- Walking stations available to employees during regular work time, safe and accessible areas for walking, relaxation room, onsite fitness center
- Ergonomic and physical plant assessment and improvements, safe and accessible stairwells

Most of our facilities are in desirable walking areas.

Funding from Medical Marijuana Revenues could (possibly) fund on-site equipment.

Encourage more use of REC Center

A robust wellness program should include at least two of the primary activities and at least one of the secondary activities listed below.

SECONDARY

Food Quality Environment Supports

Examples:

- Healthy food choices, including nutritional information, in cafeteria
- Healthy foods offered at discount or subsidized
- Healthy options available and labeled in vending machines
- Healthy food at meetings policy adopted and implemented

Consider Healthy Option Vending machines?

Proposed Budget for Year #1 of the Program

Participation	Year # 1 Costs - Town Meeting Article
	Program Administration - Town Funded in Year # 1
50%	Biometric Screenings
25%	Onsite Health Coacing following Biometric Screening
	Behavioral Change Programs - On Site - Smoking Cessation
	Behavioral Change Programs - On Site - Fitness
	Behavioral Change Programs - On Site - Stress
5%	Telephonic Coaching Sessions
60%	Fitbit Tracker
	Subtotal - Program Administration (Funding Source Town Meeting Article)

Vacation Days - Challenge Awards (needs to be refined)
Gift Cards (multi-year estimate - Employees with 100 Points)
Gift Cards (multi-year estimate - Employees with 200 Points)
SubTotal Incentives- (Funding Source - Medical Marijuana Revenue)

Total Insured	310
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Price Per Participant	Participants	Total Cost
42	155	\$ 6,510
4	78	\$ 312
		\$ 3,000
85		\$ -
<u>45</u>	<u>186</u>	<u>\$ 8,370</u>
		\$ 18,192

400	24	\$ 9,600
25	78	\$ 1,950
<u>50</u>	<u>78</u>	<u>\$ 3,900</u>
		\$ 15,450

REFERENCE ONLY

Reardon, Sheila

to me, Gabrielle ▾

3:21 PM (8 hours ago) ☆



Bob,

Here are my suggestions in order:

1. Biometric Screenings - \$42 per participant
2. Onsite Health Coaching following biometric screening (5-7mins per person) - \$4 per person
3. Three Onsite Behavioral Change Programs:
 - o Smoking Cessation – 8 weeks \$4,000
 - o Specific Topics TBD (Fitness, Nutrition, and Stress related)- 4 or 8 week in length depending on topic. Prices range from \$2,000 to \$4,000 depending on program length. Topics are being determined by Blue Cross Blue Shield now and will be available starting on 3/1/15.
4. Telephonic Wellness Coaching - \$85 per person per year for employees who engage in the coaching.
5. Fitbits – \$45 per device plus bulk shipping cost. If the town can afford the Fitbits this is a very nice option but not a must have.

**2015 Wellness Education:
Onsite Seminar and Webinar Course List**

The following 60 minute onsite seminars and webinars will be available beginning March 1, 2015.

Know Your Numbers Courses	
Heart Smarts 101	<p>Do you "know your numbers"? In this course, you will:</p> <ul style="list-style-type: none"> • Learn the ideal cholesterol and blood pressure readings and how to maintain a healthy heart. • Be able to identify the risk factors associated with heart disease. • Create an action plan to lower your risk of heart issues through a healthy diet and exercise.
Ergonomics Courses	
Build a Better Workspace: Ergonomics 101	<p>Do you sit at a desk for 8 hours a day or more? Be your best at work— learn how to prevent injuries from strain and repetitive motions.</p> <p>This course will show you how to correctly set up and use your work environment to keep you healthy on the job. Learn proper seated body positions and effective stretching exercises for a healthy back, neck, shoulders, wrists, and eyes.</p>
Improve the Way You Move: Body Mechanic Basics	<p>Correct body alignment is essential for maintaining good health and avoiding injury. This course teaches the importance of:</p> <ul style="list-style-type: none"> • Good body mechanics, such as correct posture and lifting form, which can make a difference on your long-term health. • Warming up and stretching to reduce strain and risk of injury. • Recognizing the signs and symptoms of musculoskeletal disorders. <p>Make good form a habit and stay healthy on the job!</p>
Nutrition Courses	
Healthy Eating Basics	<p>How much sugar is too much? Are there benefits of eating organic foods? What are trans fats? This course highlights the importance of maintaining a balanced diet that is realistic for everyday life. Learn healthier strategies for dining out and how to become a smart shopper in the grocery store.</p>
Supermarket Savvy	<p>Shop healthy and smart in the grocery store and at the local market. This course instructs you on how to read food labels and navigate the grocery store effectively. Learn the benefits of eating a plant-based diet and how to build a healthy and affordable meal plan for your family.</p>

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Paint Your Plate: The MyPlate Guidelines	Go beyond the traditional Food Pyramid with the MyPlate guidelines—learn how to make healthy food choices using a visual reminder. This nutrition presentation demonstrates how to picture your plate in colorful sections to ensure your meal is healthy and balanced.
Physical Activity Courses	
Exercise 101: Get Started	The hardest part of exercising is getting started. This course is designed to get you moving in the right direction. Learn how to create an exercise program that works for you and the strategies that will help you stick with it. Walk away from this class with a personalized program. You can do it!
Fitness Anytime, Anywhere	Sitting at a desk for 8 hours a day or more? Traveling for work? Getting in a quality, quick workout is still possible, and can make an impact on your long term health. This class demonstrates workout techniques and stretching exercises that are appropriate for the workplace and don't require any equipment!
Fitness for Everyday Life	"Functional Fitness" focuses on exercises that mimic everyday life patterns, such as carrying heavy groceries or placing your carry-on bag in the overhead bin on a plane. Move more efficiently through your daily life activities. Learn cardiovascular, strength, and flexibility exercises to condition your body and prevent injuries.
Mind-Body Wellness Courses	
Work and Life Balance	One of the biggest challenges employees face is: <i>How do I balance work and personal life?</i> Find a better balance with time management and prioritization techniques. Learn strategies to recognize and respond to stress triggers.
Food and Your Mood	Did you know that what you eat—or what you don't eat— can impact brain function? Learn about: <ul style="list-style-type: none"> • How stress hinders the breakdown and absorption of essential nutrients. • Certain foods that trigger a stress response. • Vitamin-rich foods that can lower blood pressure and adrenaline levels, and boost energy and serotonin levels.
Dreaming of a Better Night's Sleep	Research shows that insufficient sleep can lead to long-term health issues, including the development of chronic diseases and depression. Learn how to make sound sleep habits a priority and learn techniques that will help you fall and stay asleep at night.

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INTRODUCING YOUR WELLNESS SOLUTIONS

Biometric Screenings: We offer a wide variety of biometric screening solutions to help your employees detect medical conditions before they become serious. Our screening offerings include event planning and marketing materials to help you successfully implement your event 6-8 weeks in advance. As part of the screening process, each participant will receive a comprehensive review of their results and associated educational materials. Introductory fees are inclusive of nurse time, travel expenses, and state of the art tablet technology.

Solution 1	Onsite Body Measurements (height, weight, waist circumference, blood pressure, body mass index, body fat composition)	\$ 15 per participant
Solution 2	Onsite Body Measurements plus Premium Fingerstick Panel (non-fasting fingerstick blood draw for testing of total/HDL/ratio cholesterol, glucose)	\$ 42 per participant
Solution 3	Offsite Lab Voucher Program 	\$ 60 per participant
Solution 4	Offsite Form-Based Program 	\$ 15 per participant

Wellness Education: We offer wellness education tools to educate and engage your employees in a group-setting on a wide variety of topics. Our evidence-based education offerings are delivered in an interactive format by professional health educators, registered dietitians, and exercise specialists with dynamic public speaking and training experience.

Solution 1	Onsite Seminars (60 minutes)	\$ 500 per event
Solution 2	Health Education Webinars (60 minutes)	\$ 300 per event
Solution 3	Onsite Behavior Change Program: 4 Week Option 	\$ 2,000 per event
Solution 4	Onsite Behavior Change Program: 8 Week Option 	\$ 4,000 per event

Onsite Coaching: We offer onsite health coaching and counseling solutions to provide your employees with a one-on-one personalized and motivational approach to improving their health. Coaches and counselors are experienced educators with a wide range of specialties, such as smoking cessation facilitation, registered dietitians, and fitness trainers. Onsite coaches and counselors help participants identify their risk-factors and discuss ways to improve their health.

Solution 1	Onsite 5-7 Minute Health Coaching Option with an Onsite Biometric Screening Solution	\$ 4 per participant
Solution 2	Onsite Coaching (Health Coaching, Fitness Counseling, and Nutrition Counseling Options with a 3 hour minimum)	\$ 150 per hour

Telephonic Wellness Coaching: We offer a telephonic Wellness Coaching solution to provide your employees with one-on-one phone support to help them reach their wellness goals. Our telephonic Wellness Coaching program is staffed by dedicated experienced health educators who are certified in wellness coaching and trained in tobacco cessation. Our Wellness Coaches will work with individuals to assess health risks, identify achievable goals, and build a mutually agreed-upon plan to achieve those goals. \$85 per participant.

REFERENCE ONLY

Total Population Access*: We offer wellness programming for your eligible employee population who are not currently covered by BCBSMA ("non-members"). This provides non-members with access to our ahealthyme website, health assessment, health workshops, and online education content.

Account Size 100 – 250 subscribers	\$ 100 annual fee
Account Size 250 – 2,500 subscribers	\$ 500 annual fee
Account Size 2,501 – 5,000 subscribers	\$ 1,500 annual fee
Account Size > 5,000 subscribers	\$ 5,500 annual fee

*Only available to accounts with 100+ subscribers.

Fitness Devices and Pedometers: We offer several fitness and pedometer device solutions to help engage your employees in taking steps to better health. The fitness tracking and pedometer devices may measure activities such as total steps, activity time and/or the individual's speed. The devices provide a convenient, fun way to engage employees. Devices can be worn on the top of a person's pants, belt, or pocket. Plus, BCBSMA's suite of online wellness offerings fully integrates with certain fitness tracking devices.

Solution 1	Fitbit Verifiable Physical Activity Zip Devices (Bulk Order)	\$ 45 per device + bulk shipping to account
Solution 2	Fitbit Verifiable Physical Activity Flex Devices (Bulk Order)	\$ 80 per device +bulk shipping to account
Solution 3	Fitbit Verifiable Physical Activity Zip Devices (ahealthyme Fitbit Storefront)	\$ 52 per device (includes individual shipping)
Solution 4	Non-Verifiable Pedometers (Bulk Order)	\$ 10 per device + bulk shipping to account

Gift Card Incentive Fulfillment: We offer a mechanism for you to provide gift card incentive solutions for your employees as part of your wellness strategy to improve participation and engagement. Our Hallmark incentive solution offerings include a premium list of national merchants. Fees are in addition to the gift card value.

Solution 1	Hallmark Integrated Online Redemption Center National Merchants Retail Store Cards and eGift cards	\$ 4.95 per card (or ecard) fee
Solution 2	Hallmark Retail Store Cards (Bulk Order)	\$ 4.95 per card fee + bulk shipping to account

Premium Solutions: We offer several premium solutions to supplement your worksite wellness programs. These solutions can help increase participation and engagement from your employees.

Therapeutic Seated Massage – We offer an onsite certified massage therapist to provide seated massage treatment for participants (3 hour minimum). \$ 150 per therapist per hour.

For information about how to schedule an event, invoicing, and other general information, please consult your BCBSMA Account Executive or Wellness Consultant. BCBSMA can also provide you with assistance in developing a best-in-class wellness solution strategy. We look forward to partnering with you!