

**Health Insurance Trustee Meeting – Minutes**  
**Friday, October 28, 2016**  
**8:00AM**  
**Administration Building, Room 13**

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**Member Attendees:**

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

**Mon-member Attendees:**

Clare Jeannotte, Jodi Phelan, Tim Harrison

1) Meeting was called to order at 8:00AM by the chairman.

2) Approval of Minutes

Minutes for the June 2016 and September 2016 meetings were approved as is.

3) Treasurer's Report – September & June.

Tim Harrison reviewed of June and September. Both months are showing a favorable balance. There are differences in expense figures between the Cook & Co report and Borgatti & Harrison's (Treasurer) report. Treasurer's report has itemized expense list. Margaret and Clare will review these differences with Cook & Co. The September revenue difference is attributed to change over in Sept with new employees – a timing issue. Differences in expenses and revenues will be reviewed as well.

4) Cash Flow Report Discussion

Peter is not here. There were no questions pending to forward to him.

5) Timetable of Audit

Audit of draft is due next week. Tim will review and pass on. Should be completed in the near future. Bob will submit the accompanying note with the report.

6) Discussion of Authorship of Report for Acton Annual Report.

Bob opened up the opportunity for someone else to take over. It was unanimous to have Bob continue being the author of the note.

Contract approvals for Cook & Company and the contract for the insurance consultant are the only contracts needing approval this year.

Borgatti & Harrison is valid through 2018. Auditor is through 2018

There was a discussion around other possibilities for a plan administrator. Group Benefit Strategies, Minuteman Nashoba Health group, and MIIA are other

options. Another avenue is to go premium-based and dissolve HIT. There were discussions on possibilities and consequences and different plan designs.

Margaret is to get two year extension estimate from Cook & Co.

7) Next meeting is Friday December 2 @ 8AM

Adjourned at 8:45AM