



Summary of Employee Benefits 2024

MEDICAL INSURANCE

The City’s health insurance plan is with the Maine Municipal Employees Health Trust. The plan is administered by Anthem Blue Cross Blue Shield. All employees are on the PPO-500 plan. Detailed information about the plan is available through the City Manager’s Office at 443-8330 or through MMEHT at 1-800-852-8300 or www.mmeht.org. The City pays 85% of the health insurance monthly premium, and the employee pays 15%. Each week you will see a deduction for your portion of the premium. This plan is accompanied by a Health Reimbursement Arrangement (HRA) administered by Group Dynamics, Inc. The HRA reimburses 80% of your deductible and co-insurance, after you’ve paid the first 20%. Please refer to the plan year’s summary and overview sheets to better understand the benefits of the plan and how the HRA works.

HEALTH PLAN - EMPLOYEE PORTION	Monthly	Weekly
Employee Only	\$132.80	\$33.20
Employee & Children	\$216.66	\$54.17
Employee & Spouse or Family	\$297.87	\$74.47

DENTAL PLAN

MMEHT provides a dental insurance plan through Delta Dental. The plan covers 100% of preventative care, 80% of basic/restorative care, and 50% of major/prosthetic and orthodontic care. Additional \$25 annual deductibles are applied to the basic and major care levels. There is a \$1500.00 annual maximum for each individual on the plan, and an additional lifetime maximum of \$1500.00 for orthodontic work. The employee pays 100% of the monthly premium, and the amount will be deducted weekly from their paycheck.

DENTAL PLAN	Your Monthly Premium	Your Weekly Premium
Employee only	\$43.79	\$10.95
Employee & Spouse	\$75.60	\$18.90
Employee & Children or Family	\$144.29	\$36.07

VISION PLAN

MMEHT provides a vision insurance plan through VSP. The plan provides discounted prices on contact lenses, eyeglass frames, lenses, and lens upgrades.

VISION PLAN	Your Monthly Premium	Your Weekly Premium
Employee only	\$5.58	\$1.40
Employee & Spouse	\$11.15	\$2.79
Employee & Children	\$11.94	\$2.99
Family	\$19.09	\$4.77

FLEXIBLE SPENDING ACCOUNT (FSA)/ SECTION 125 PLAN

This is a voluntary plan administered by Group Dynamics, where an employee can have money deducted pre-tax from their wages into accounts dedicated to medical or dependent care. Employees can choose how much to put in the account up to a pre-set maximum determined by the IRS. The City allows the IRS maximum carryover amount at the end of each calendar year.

A Medical FSA is used to pay for certain types of out-of-pocket medical expenses not covered under an insurance plan, including co-pays, deductibles, dental and vision expenses, and prescription drugs. When an employee deposits money into a medical FSA, they can use those pre-tax funds to pay for eligible medical expenses. If you are enrolled in the City’s health plan, the City will put \$100 into your FSA for your use.

A Dependent Care FSA is an account that can be used to pay for the daily care of an eligible child or adult dependent as defined by the IRS. This allows an employee to use pre-tax funds for eligible childcare expenses that enable the employee and his or her spouse to be employed.

MEDICAL INSURANCE BUY-BACK PLAN

This is a voluntary plan where the employee receives a reimbursement of 25% the money that the City saves on health insurance by the employee taking a lesser level of MMEHT Health insurance. For example, an employee could apply for the buy-back if they were eligible for a family plan but chose the employee-only plan, or chose to enroll in their spouse’s health plan instead. To be eligible for the buy-back, you must show proof that you are covered by another health insurance program.

INCOME PROTECTION/SHORT TERM DISABILITY

The Income Protection Plan (IPP) is the City’s Short Term Disability plan through MMEHT and administered by Unum. If an employee becomes disabled as the result of a non-work-related illness or injury, he/she may be eligible to receive IPP benefits for up to 52 weeks per period of disability. Benefits begin the first day an employee is certified disabled as the result of an accident, or on the 8th day after an employee is certified

disabled as the result of an illness. This insurance costs \$2.04 per/\$100 of monthly coverage (choice of 40%, 55% or 70% of monthly salary) and is totally employee paid. The maximum benefit an employee may receive is \$1,000 per week. You can see what your deduction and benefit would be by contacting the City Manager's office.

An example of what an employee would pay weekly follows:

Salary	Level of Coverage	Monthly Benefit	Monthly Premium	Weekly Premium:
	40%	\$666.67	\$12.68	\$3.17
\$20,000	55%	\$916.67	\$17.40	\$4.35
	70%	\$1,166.67	\$22.16	\$5.54

LONG TERM DISABILITY

Long Term Disability is provided through the Maine Public Employee Retirement System (Maine PERS). There is mandatory participation in this program and costs are included in MPERS contributions. At the time you became incapacitated, you must have been on your employer's payroll (which includes any paid leaves of absence) and made contributions to Maine PERS. In order to be eligible for disability benefits you must be a member of Maine PERS and you have not received any full refund of contributions. You may not be eligible for disability benefits if you have fewer than five years of creditable service preceding your last date in service. Coverage is paid at a rate of 59% of your annual salary with the amount paid calculated using the average of your highest three years of compensation. Contact the City Manager's Office for more information.

LIFE INSURANCE The City offers insurance through four vendors:

1) **Maine Municipal Employees Health Trust**

MMEHT provides life insurance administered by The Standard Insurance Company. Basic insurance at 1x annual salary is provided at no charge if the employee has medical coverage with MMEHT (if no health coverage, cost of basic life insurance is \$.30 per month per thousand of annual salary per month). Supplemental coverage gives options of 1, 2, or 3 times the employee's annual salary, at \$.30 per month/\$1,000 of annual salary per month.

Dependent coverage:	Option A	Option B
Spouse	½ employee basic coverage (\$5,000 max)	½ employee basic coverage (\$50,000 max)
Children		
Birth - 6 months	\$1,000	\$2,500
6 mo - 19 years	½ employee basic coverage	½ employee basic coverage
RATES:	\$1.50/month	\$3.20/month

2) **Maine Public Employees Retirement System Life Insurance**

You may choose basic and supplemental coverage on yourself and dependent coverage for your eligible dependents. Basic coverage is equal to your annual gross compensation rounded up to the next one thousand dollars. Supplemental coverage is available at one, two or three times your basic coverage. Insurance on the

employee also includes Accidental Death and Dismemberment coverage. Dependent coverage allows you to choose up to \$10,000 of coverage on your spouse and up to \$5,000 on each child depending on their age and marital status. Your only opportunity to enroll in this insurance is within 60 days of becoming eligible. i.e. as a new full time employee.

Dependent coverage:	Plan A	Plan B
Spouse	\$5,000	\$10,000
Children		
Infants - 6 months	\$1,000	\$ 2,500
6 months - 19 years	\$5,000	\$ 5,000
RATES:	\$0.45/week	\$0.79 cents/week

(Note: You must have an annual income of at least \$20,000 to purchase Plan B.)

3/4) **Additional Term and Universal Life Policies**

Policies available through Colonial Life and AFLAC are voluntary and entirely employee paid. Rates are dependent upon age and other factors. Fees can be deducted directly from the employee's paycheck.

RETIREMENT

Full time city employees are enrolled in the Maine Public Employee Retirement System (Maine PERS) instead of Social Security. You will be vested in the retirement system when you have been employed with the City and contributing to Maine PERS for at least 5 years. This means that if you leave employment with the City before 5 years, you are only entitled to your personal contributions. After five years you are eligible for a retirement benefit or to withdraw your own contributions and the interest on your contributions. Maine PERS is a Defined Benefit Plan and determines retirement compensation with a formula based on the three highest years of earnings, your creditable years of service, and your age at retirement. City contribution percentages are dictated by State law. Contact the City Manager's Office for more information.

Employee Contribution:

- 9.5% of salary - Police/Fire
- 8.2% of salary - All other employees

Employer Contribution:

- 12.8% of salary - Police/Fire
- 11.4% of salary - All other employees

Note: At employment orientation, you must sign the Form SSA-1945. This is an employee acknowledgement from the Social Security Administration for agencies such as the City who require mandatory MPERS membership.

MEDICARE CONTRIBUTION

Employees are required by federal law to pay Medicare coverage, which is a mandatory 1.45% of salary per week.

DEFERRED COMPENSATION 457 PLANS

A 457 Deferred Compensation Plan is a supplemental retirement savings program that allows you to make contributions on a pre-tax basis. Federal, and in most cases, state income taxes are deferred until your assets are withdrawn, usually during retirement. Plans are offered through Mission Square (formerly ICMA), and Maine START (affiliated with MEPERS).

SUPPLEMENTAL INSURANCE

AFLAC or Colonial Life Insurances are voluntary, and 100% employee paid. They are handled by a representative from the company. If interested, call the City Manager’s Office at 443-8330 for the most recent contact information.

REMINDER

Please remember to update your beneficiary forms for MMEHT life insurance, and Maine PERS life insurance, and Maine PERS pre-retirement death benefits. This is especially important if you have experienced any major life changes during the past year – such as marriage, divorce, birth, adoption, or death - or if it has been a long time since you reviewed your choices. Stop by or call the Manager’s Office for Change Forms.