

TOWN OF NEWINGTON  
EMPLOYEE INSURANCE AND PENSION BENEFITS COMMITTEE  
Helen Nelson Conference Room  
Meeting Minutes – April 17, 2018

2018 APR 18 PM 3:18

  
Town Clerk

1. Call to Order  
Chairperson Diana Serra called the meeting to order at 6:01 p.m. in the Helen Nelson Conference Room
2. Roll Call  
**Members Present:** Sharon Braverman, Tim Manke, Diana Serra, John Slusarski , and Terrance Sullivan.  
**Member Absent:** Steven Silvia  
**Staff Present:** Janet Murphy, Charlene Drzata, and Lou Jachimowicz
3. Minutes – April 2, 2018 meeting – S. Braverman made a motion to accept the meeting minutes T. Sullivan seconded. The motion was passed unanimously.
4. Public Participation – none
5. Old Business:
  - a) Review Questions and Interview Process:  
Janet Murphy distributed the questions and evaluation forms. The committee reviewed the questions and discussed the evaluation process. Each committee member was given a question to ask the firms. At the conclusion of the interviews, each firm will be evaluated and a recommendation will be made to Town Council.
  - b) Interviews:  
The following firms were interviewed: Lockton, USI Insurance Service and Segal Consulting
  - c) Consideration and Action on Agent of Record Recommendation:  
Each member summarized their views on the three firms and a total tally was taken of the evaluations made by each member. After a brief discussion, based on the credentials, qualifications, experience and depth of staff support, Tim Manke made a motion that the Employee Insurance and Pension Benefits Committee recommend the appointment of Lockton to the Town Council as the Agent of Record for the health insurance program. Sharon Braverman seconded the motion. The motion passed 4 to 1.
6. Next Meeting – June 4<sup>th</sup> at 6:30 p.m...
7. Adjournment- T. Sullivan made a motion to adjourn; seconded by T. Manke. The meeting adjourned at 9:47 p.m.

Respectfully submitted:

  
Janet Murphy, Director of Finance