

THESE MINUTES ARE SUBJECT TO APPROVAL BY BOARD OF SELECTMEN

The Board of Selectmen held a regular meeting Tuesday, September 3, 2013 in the Council Chamber of the Municipal Center, Newtown. First Selectman Llodra called the meeting to order at 7:30 pm.

PRESENT: First Selectman Llodra, Selectman William F.L Rodgers, Selectman James Gaston, Sr.

ALSO PRESENT: Finance Director Robert Tait, Director of Parks and Recreation Amy Mangold, Parks and Recreation Commission Chairman Ed Marks, Anne Alzapiedi, Public Building & Site Commission Chairman Bob Mitchell, five members of the public and four members of the press.

VOTER PARTICIPATION: none.

ACCEPTANCE OF THE MINUTES: Selectman Rodgers moved to accept the regular meeting minutes of August 19, 2013. Selectman Gaston seconded. All in favor.

COMMUNICATIONS: none

FINANCE DIRECTOR REPORT: none.

UNFINISHED BUSINESS:

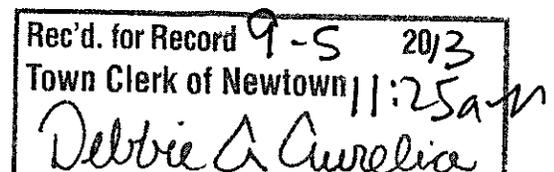
Discussion and possible action:

1. **Appointment of permanent memorial commission:** The discussion of who will be appointed to this commission will be held in executive session. Changes to the charge for the permanent memorial commission were discussed publicly; Anne Alzapiedi noted changes. Selectman Rodgers moved to accept the charge with changes as discussed (Att. A). Selectman Gaston seconded. All in favor.

NEW BUSINESS:

Discussion and possible action:

1. **Projects Update:** Amy Mangold and Ed Marks were present to update the board on the several Treadwell Park projects, the Maintenance Garage, Oakview, the Dog Park, the Victory Garden, Dickinson Park projects, the high school lighting and Watertown Field (Att. B). The town has been very fortunate to be the recipients of extraordinary generosity over the past eight months in the way of donations that have helped the Parks & Receptions projects. Mr. Gaston stated the department does an exceptional job in handling the surcharge account and managing for the future.
2. **\$50,000 Special Appropriation for Information Technology contracted services:** Selectman Rodgers moved the Board of Selectmen approve the resolution providing for a special appropriation in the amount of \$50,000 to be funded from the Sandy Hook Special Revenue Fund "Undesignated" account for the purpose of information technology contracted services. (Att. C). Selectman Gaston seconded. All in favor.
3. **General Fund Charges for Services – Sewer/Water Funds:** Mr. Tait explained this resolution is a change in accounting method; it has no effect on taxes, water/sewer fees and no increase in the operational budget. Selectman Rodgers moved the Finance Director be authorized to create and fund a revenue line item that represents charges for services rendered through the water & sewer authority. Selectman Gaston seconded. All in favor. Selectman Rodgers moved the Board of Selectman resolve to provide for a special appropriation in the amount of \$120,000 to be divided among a list of various line items as outlined in attached memo (Att. D). Selectman Gaston seconded. All in favor.
4. **Resolution: Defined Benefit vs. Defined Contribution:** Mr. Tait went over the defined contribution plan for new non-union employees which will replace the current defined benefit plan (Att. E). He will have a resolution ready to act on at the meeting of September 16.



5. **Appointments/Reappointments:** Selectman Gaston moved the appointment of James K. Filan, Jr. to the Board of Finance to fill a vacancy to expire December 1, 2013. Selectman Rodgers seconded. All in favor.
6. **Driveway Bond Release:** Selectman Rodgers moved the driveway bond release in the amount of \$1,000 to Oak Street Design, Osborne Hill Road, M50, B8, L1.3B. Selectman Gaston seconded. All in favor.
7. **Tax Refunds:** Selectman Gaston moved the August tax refunds, refund number 3, 2013/2014 in the amount of \$2,720.91. Selectman Rodgers seconded. All in favor.

VOTER COMMENTS: none.

ANNOUNCEMENTS: Selectman Rodgers noted that he received the draft POCD and would be prepared to bring his recommendations to the board at the Oct. 7 meeting.

EXECUTIVE SESSION: Selectman Rodgers moved to enter executive session to discuss legal matters relative to the transfer station, review RFP's/RFO's for the Sandy Hook School project and to discuss the permanent memorial commission. Selectman Gaston seconded. Atty. Grogins, Geraline Hoerauf of Diversified, Anne Alzapiedi, Bob Mitchell, Bob Tait were invited to attend. Executive session was entered into at 8:35pm and returned to regular session at 9:40 pm with the following motion:

Selectman Rodgers Resolved that the selection by the Town Purchasing Authority of Svigals Partners to be the Architect/Engineer, and Consigli Construction Company, Inc. to be the Construction Manager for the new Sandy Hook Elementary, is hereby ratified and confirmed in accordance with the Newtown Charter and the Newtown Purchasing Ordinance. Further Resolved, that the First Selectman is hereby authorized to execute such contracts including a Letter of Intent as required for the aforementioned professional services as are recommended by the Town Attorney (Att. F). Selectman Gaston seconded. The motion was unanimously accepted.

There was no action taken on the legal matter relative to the transfer station.
There was no action taken on the permanent memorial commission.

ADJOURNMENT: Having no further business the Board of Selectmen adjourned their regular meeting at 9:41 pm.

Respectfully submitted,



Susan Marcinek, Clerk

- Att. A: Charge to the Permanent Memorial Commission
- Att. B: Parks & Recreation project update
- Att. C: Resolution
- Att. D: General fund charges for services – sewer/water funds
- Att. E: Defined Contribution Plan details
- Att. F: Resolution: re: SHS architect/engineer & construction manager

Charge to the Permanent Memorial Commission

For consideration by the Newtown Board of Selectmen

The Board of Selectmen shall appoint a commission of nine (9) residents to lead the community through the process of determining the nature, location, and funding of a permanent memorial(s) to honor the memory of those lost in the Sandy Hook School shooting on December 14, 2013 in order to make a recommendation to the Board of Selectmen and provide interim requests for information as required.

It is expected that the Permanent Memorial Commission shall:

- Solicit ideas to be submitted for consideration and review offers and suggestions received from many interested persons and organizations including those which have been archived by the Cultural Arts Commission and other town departments;
- Directly solicit input and meaningfully engage with: families of victims and survivors, Sandy Hook School faculty and staff, and Sandy Hook School parents;
- Conduct public meetings with the Cultural Arts Commission, Library Board of Trustees, and other organizations as appropriate to solicit input;
- Conduct public hearings for community input;
- Work with Town Departments in determining available/appropriate locations;
- Conduct all of its review and decision-making consistent with public processes.
- Recommend to the Board of Selectmen, Commission findings related to the nature, location, and funding of a memorial(s).
- Conduct inquiries as the Commission deems necessary.

Project update

BOS meeting: September 3, 2013 7:30 pm

Treadwell Pool house: Finished before pool opening. Very pleased with Pediment Construction Company. Great improvements to this building. Not only esthetically but added low flow humidity control, modest heading to extend the bathroom use season, reroofing to fix all leaks. LED & T5 florescent fixtures for more efficient utilities and improved utility efficiency. Fiber optic and security has been improved as well. Next season our fob system will be in place for all who obtain a pool pass for the season.

Budget exceeded due to unforeseen infrastructure but was covered by surcharge fund. CIP \$405,000 aprox. \$15,000 from Surcharge

Treadwell Sidewalk: phased in two years. To save money P & R did all the site preparation work. The first half of the project was complete last fiscal year in May and June. The second phase is being complete now. Included in this project due to a 12/14 donation was the addition of 26 Zelcola Trees. These trees were selected for their urban tolerance and the proper size for the area they were planted in. Project managed by Laura King donation from a Dr. in New Jersey. The former trees had met their useful life. They were very large trees that blocked the light from the poles and needed to be pruned often and had much disease in them. The project included the labor to remove the old trees, planting of new trees and \$5,000 for care and custody of new trees. Surcharge and capital 26,000 each. For sidewalks.

Treadwell Basketball court: This project was donated by Nike. It is complete with new lights. P & R ran all the utilities for the lights and included spare conduit for parking lot lighting and security needs. This court was scheduled to be replaced with the tennis courts this fiscal year in the CIP. This project has been in the CIP for so very long that due to material and project costs rising we will be able to replace all the tennis courts and possibly add a much requested pickle ball court. This donation was not meant to supplant town funding but to supplement our full project plan which was being value engineered smaller than planned prior to the donation. The new tennis courts will be bid this fall. \$350,000 CIP funds in since 2007

Treadwell artificial turf replacement: This project is complete. On time and under budget but still a few bills coming in. It will again have a 10 year life span. \$500,000 surcharge under budget still some outstanding bills. Will not exceed budget.

Maintenance garage: All interior doors were just finished most of the trim, painting and final work is complete. Will be bidding on the HVAC. Low voltage and primary electric work is complete so now the HVACs assessment for proper sizing can be complete. Crew is moved in the offices are complete. This opened up Treadwell garage for a primary camp room and allowed for additional parking for all staff at Treadwell. Two CIP phases each at \$350,000

Oakview: This project did begin eight months late due to a hurricane and major winter storm and again delayed by a very wet fall. Despite the weather delays this project will be opening on time (This Saturday) two punch list items are plant materials on the slope and fencing to close in the water and electrical equipment.

Surcharge budget amount for this project: \$48,000 from surcharge due to purchase of bulldozer saved 20,000 cost without dozer was estimated 68,000. Labor to install sprinklers for irrigation was donated

Dog Park: Project underway. Parks and Recreation did all the initial site work; the contractor accepted our final grade. Currently we are extending the utilities to contract limit line which is 20 feet off of the hookup. The footing for the shade structure went in last week and the main walkways and flatwork is being complete. The fence materials are in and the fence will be installed after the flatwork.

\$171,368 from endowment. \$50,000 capital budget item for fencing. \$221,368.00 total project

Victory Garden: Moved due to ambulance garage construction beginning. Parks and Recreation Cleared and Graded the access and the new fence were installed from donated funds to the garden. Temporary water access was also put in but a permanent water source is being installed this week. The 3rd annual harvest festival will be on October 5 at 10:00.

Stream restoration at Dickinson Park: Stream restoration is complete Parks and recreation had to match the grant by 20% labor. Parks and Recreation planed 300 trees and plants two weeks ago. This will be followed by the installation of signs to tell that the area is environmentally sensitive to establish the stream buffer and to allow the buffer to mature and allow shade on the stream.

Band shell: The band shell was host to two concert series this season. Our 5th annual evening series and our first annual Children's series. It was a wonderful addition to the concerts and for the performers. This project was completed in house which included brining in new electric utilities and fiber optic capability for future security. Surcharge \$15,000

Dickinson playground: The approval process for spending was successful; the final step is a town meeting to be held on Sept. 16th. The bid process was complete and upon a successful town meeting the bid will be awarded. We hope the contractor will be able to keep a schedule that will begin with demolition of the playground as soon as they receive the bid award. The project completion date will be completely weather dependent but we hope to open the playground in the late spring early summer for the start of our camp sessions.

High School Lighting: This began last month and is 80% complete. Shock electric is waiting for two components to come in. All poles with pads are installed with all lights set and wired along with the transformer and electrical work. CL & P will energize the field when the last two components are installed. They told us that they are anticipating them at the end of this week. Surcharge funds \$250,000

Watertown Pee Wee field: Parks and Recreation completed all of the rough work and fill work including the back stop being installed with Eagle fencing. The concrete apron and prep work for the retaining

wall was also begun by parks and recreation and then volunteer masons that are industry professionals from Babe Ruth finished the retaining wall. They also did grading with donated sod and irrigation with parks and recreation assistance. This project was from Surcharge funds and donations.

This field needed drainage to prevent clay wash out. The field before renovation lost 60-90 tons of clay a year due to erosion after the 5/6 school was built. This field was turned around to allow a properly drained infield while maintaining safe distances from the adjoining field originally the project request for cost was \$68,000 then the dept. purchased a bull dozer which cut the cost for renovation to \$48,000. This cost came from surcharge and some donated materials and labor from industry professionals.

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$50,000 TO BE FUNDED FROM THE SANDY HOOK SPECIAL REVENUE FUND "UNDESIGNATED" ACCOUNT FOR THE PURPOSE OF INFORMATION TECHNOLOGY CONTRACTED SERVICES.

EDUCATION CENTRAL OFFICE DISCUSSIONS, WITH PEARSON INC., LED UP TO A DONATION OF \$50,000 TO THE TOWN OF NEWTOWN. INITIALLY PEARSON WAS WILLING TO PROVIDE DIRECT SERVICES TO THE SCHOOL DISTRICT. THEY DECIDED, HOWEVER, TO PROVIDE A MONETARY DONATION. THE KNOWLEDGE OF THIS DONATION RESULTED IN DIRECT BUDGET CUTS TO I.T. CONTRACTED SERVICES. THIS IS EVIDENT IN THE SUPERINTENDENT'S RECOMMENDED BUDGET ADJUSTMENTS IN THE BOE BUDGET DOCUMENT. THE \$50,000 DONATION FROM PEARSON ENDED UP IN THE "UNDESIGNATED" ACCOUNT BECAUSE OF THE WORDING OF THE COVER LETTER ACCOMPANYING THE DONATION.

Account Detail Report
Newtown

8/26/2013 4:29:27 PM
Fiscal Year 2012 - 2014

Account Number 1-481-81-085-4000-0000 CONTRACTED SERV. - TECH.

VENDOR PURCHASE ORDERS:

PO/Inv Number/Lin	PO Date	Status	Vendor	Description	PO Amount	Amount Paid	Encumbrance
40088 / 2	7/1/2013	Open	GOOGLE	AD10 - Archiving & Discovery 10 year	\$9,900.00	\$0.00	\$9,900.00
40092 / 2	7/1/2013	Open	BLUE TORCH NETWORK SOLUTIONS	School Desk - Web Hosting 7 Schools & Distr	\$8,400.00	\$0.00	\$8,400.00
40719 / 1	7/19/2013	Closed	NCS PEARSON INC.	Power School Premier License 9/30/13 - 9/29	\$25,650.00	\$25,650.00	\$0.00
40725 / 1	7/22/2013	Open	C-CO CONSULTING INC.	Encumber for wiring	\$6,050.00	\$0.00	\$6,050.00
Purchase Order Totals:					\$50,000.00	\$25,650.00	\$24,350.00

Summary of Account Activity

Original Budget	Adjusted Balance	Encumbered	Invoiced	Transactions	Balance
\$0.00	\$0.00	\$24,350.00	\$0.00	\$25,650.00	(\$50,000.00)

- Google – The district uses Google Apps for Education to provide staff with email. There is no cost incurred for the email addresses. The cost represented here is to cover archiving of staff emails.
- Blue Torch Network Solutions – This the parent company of SchoolDesk. SchoolDesk is the solution provider for our district, school and staff websites.
- NCS Pearson – Pearson is the provider of our Student Information System, Powerschool. The cost covered here is the annual licensing fee.
- C-CO Consulting - This is our wiring installer. The costs included here are to cover 50% of the funds needed to complete the wiring for cameras and door access at one elementary school.

GENERAL FUND CHARGES FOR SERVICES – SEWER/WATER FUNDS

- A RESOLUTION PROVIDING FOR A SPECIAL APPROPRIATION IN THE AMOUNT OF \$120,000 TO BE FUNDED BY A SERVICE CHARGE (CHARGED TO SEWER AND WATER FUNDS FOR SERVICES). THE SPECIAL APPROPRIATION WILL BE DIVIDED AMONG THE FOLLOWING GENERAL FUND ACCOUNTS:

EXPENDITURES

1-101-11-140-5110-0000 TAX COLLECTOR – SALARIES & WAGES – FULL TIME	\$10,177
1-101-11-140-5115-0000 TAX COLLECTOR – SALARIES & WAGES – PART TIME	\$ 5,101
1-101-11-140-5220-0000 TAX COLLECTOR - SOCIAL SECURITY CONTRIBUTIONS	\$ 1,169
1-101-11-190-5115-0000 TAX ASSESSOR – SALARIES & WAGES – PART TIME	\$19,871
1-101-11-190-5220-0000 TAX ASSESSOR - SOCIAL SECURITY CONTRIBUTIONS	\$ 1,520
1-101-11-200-5110-0000 FINANCE – SALARIES & WAGES – FULL TIME	\$14,268 **
1-101-11-200-5220-0000 FINANCE - SOCIAL SECURITY CONTRIBUTIONS	\$ 1,092
1-101-13-500-5110-0000 HIGHWAY – SALARIES & WAGES – FULL TIME	\$32,068
1-101-13-500-5220-0000 HIGHWAY - SOCIAL SECURITY CONTRIBUTIONS	\$ 2,453
1-101-13-500-5230-0000 HIGHWAY – RETIREMENT CONTRIBUTIONS	\$ 2,347
1-101-20-570-5899-0000 CONTINGENCY	\$29,934

THE FUNDING WILL BE CREDITED TO THE FOLLOWING GENERAL FUND ACCOUNT:

REVENUES

2-101-03-200-4337-0000 CHARGES FOR SERVICES – SEWER/WATER FUNDS	\$120,000
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ALL THOUGH THESE APPROPRIATIONS INCREASE THE TOTAL 2013-14 BUDGET AMOUNT BY \$120,000, THEY DO NOT INCREASE TAXES. THEY ARE ENTIRELY FUNDED BY FEES. NOR DO THEY INCREASE ANY SEWER OR WATER FEES.

** INCLUDES AN INCREASE OF \$8,664 TO THE ASSISTANT FINANCE DIRECTOR POSITION TO REFLECT ACTUAL WORK DONE FOR THE SEWER AND WATER FUNDS.

JUSTIFICATION

THE GENERAL FUND (BUDGET) PROVIDES THE FOLLOWING SERVICES TO THE WATER AND SEWER FUNDS:

- TAX COLLECTOR – BILLING AND COLLECTIONS, BILL INQUIRIES, ADJUSTMENTS, ETC.
- FINANCE DEPARTMENT – ACCOUNTS PAYABLE, PAYROLL, ACCOUNTING, REPORTING & ANNUAL FINANCIAL REPORT (INCLUDING AUDITOR FEES).
- PUBLIC WORKS – MANAGEMENT, PLANNING, FILING, CLERICAL.
- RISK MANAGEMENT SERVICES – PROPERTY & GENERAL LIABILITY INSURANCE.

TO ACCOUNT FOR THESE SERVICES THE BUDGET IS CHARGED FOR PART OF THE SALARIES, IN THE PROVIDING DEPARTMENTS, AND THE SEWER / WATER FUNDS ARE CHARGED FOR THE REMAINING PORTION. THIS IS DISCLOSED IN THE BUDGET NEXT TO THE SALARY AMOUNT OF THE POSITION PROVIDING THE SERVICE. PARTIAL FRINGE BENEFITS SUCH AS HEALTH, SOCIAL SECURITY CONTRIBUTIONS AND RETIREMENT CONTRIBUTIONS WERE ALSO CHARGED TO THE SEWER/WATER FUNDS.

THE PREFERRED METHOD WOULD BE TO CHARGE THE FULL AMOUNT OF THE SALARY (AND THE FRINGE BENEFIT) TO THE DEPARTMENT BUDGET. THEN THE SEWER & WATER FUNDS WOULD BE CHARGED A SERVICE FEE FOR THE SERVICES PROVIDED BY THE GENERAL FUND (BUDGET). THE REQUESTED SPECIAL APPROPRIATION ALLOWS THIS TO HAPPEN. IT RESTORES THE FULL SALARIES BACK INTO THE BUDGET AND THEIR RELATED FRINGE BENEFITS. IT ALSO PROVIDES FOR A BUDGET REVENUE LINE ITEM FOR THE CHARGES FOR SERVICES.

THIS HAS BEEN PRESENTED TO THE WATER & SEWER AUTHORITY. THEY AGREE WITH THE PROPOSAL SAYING THAT IT MAKES THE BUDGET PRESENTATION MORE REALISTIC AND THAT IT MAKES BUDGETING EASIER. THE INITIAL CHARGE FOR SERVICES FEE OF \$120,000 FOR 2013-14 WILL BE INCREASED EACH YEAR BY THE CONSUMER PRICE INDEX (CPI).

Attached: Water & Sewer Authority minutes
E-mail from WSA chairman
Charges for services invoice

4 Turkey Hill Road
Newtown, CT 06470
Tel (203) 270-4300
Fax (203) 426-9968



Fred Hurley,
Director

TOWN OF NEWTOWN
WATER AND SEWER AUTHORITY

Richard B. Zang,
Chairman
Marianne Brown
Louis Carbone
George Hill
Alan Shepard
Eugene Vetrano
Carl Zencey

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE WATER AND SEWER AUTHORITY

The Water and Sewer Authority held its regular meeting on Thursday, May 9, 2013 at the Waste Water Treatment Plant, 24 Commerce Road, Newtown, CT. Chairman Zang called the meeting to order at 7:00pm.

Present: Dick Zang, Lou Carbone, George Hill, Marianne Brown, Carl Zencey

Absent: Gene Vetrano, Alan Shepard

Also Present: Jason O'Brien and Julio Segarra of United Water and Director of Public Works Fred Hurley, Director of Finance Robert Tait

Public Participation - None

Approval of Minutes – The previously distributed minutes of the regular meeting of 4/11/13 were unanimously approved.

OLD BUSINESS

Action on 164 Mt. Pleasant Road benefit assessment – Fred had been negotiating with 164 Mt. Pleasant Road. They ended up with \$150,000 with portioned percentage. An installment loan will be used for each percentage of the filled area in the building at the town's interest rate. The owner of the building will be responsible for the payments.

Carl Zencey moved to re-open the public hearing. Lou Carbone seconded.

Carl Zencey moved to authorize the benefit assessment for 164 Mt. Pleasant road at \$150,000 in installments as the building is utilized. Lou Carbone seconded, motion unanimously accepted.

Capital Needs Study – They are looking at the future capital needs and need to look forward to what the rates needs to be. 2013-2014 is a big hit. This is a working document and not action is needed.

Renewable Energy Project-grant payment – An inspection took place last week and all went well. A report will be submit which should get the grant payment moving.

Discuss Rate increase for Water and Sewer users- Fred Hurley is working on different percentage ratios and it will be ready in the next few weeks.

NEW BUSINESS

Town charges for services-to the Water Sewer Authority – Currently, charges back to the WSA for services are handled piece by piece. Bob Tait is proposing to charge a set amount. He is looking at charging the WSA \$120,000 and it would increase by the CPI each year. This will also help to improve the financial statements.

Committee Reports: SCADA, solar, I&I, Finance, regulations, water supply, collection and distribution systems – **SCADA**-The electrical contractor has completed approximately 25% complete. Julio Segarra met with Knapp Engineering today. There are necessary items that need to be added to the project.

Report by United Water Environmental Services Inc. – A copy of the April 2013 operating report is attached. A summer internship will happen again this year. They will advertise in the Newtown Bee.

Report by Public Works Director – Fred Hurley will be putting the restoration of Well 3 out to public bid. They are also going to do a three price bid to look at the capacity and the pump at well 7.

Having no further business, meeting was adjourned at 8:34pm

Arlene Miles, Clerk

From: [zang](#)
To: [Robert Tait](#)
Cc:
Subject:
Date: Friday, May 10, 2013 11:45:24 AM

Hi Bob,

Thanks for coming to our meeting last night. The change you are making in the employee cross-charge is more realistic and fair and will make budgeting easier for both of us.

We can use the same activity code, 530, and charge \$12,000 to the water enterprise and \$108,000 to sewer starting next year - escalating as proposed.

Thanks,

Dick Zang

TOWN OF NEWTOWN - GENERAL FUND

3 PRIMROSE STREET
NEWTOWN, CT 06470
Phone 203-270-4221

DATE: July 1, 2013
INVOICE # 100
FOR: CHARGES FOR SERVICES

Bill To:
TOWN OF NEWTOWN
SEWER ENTERPRISE FUND

DESCRIPTION	AMOUNT
CHARGES FOR SERVICES, FISCAL YEAR 2013-14: *TAX COLLECTOR SERVICES - BILLING AND COLLECTIONS *FINANCE DEPARTMENT SERVICES - ACCOUNTING, REPORTING & ANNUAL FINANCIAL REPORT (INCLUDING AUDITOR FEES). *PUBLIC WORKS - MANAGEMENT, PLANNING *RISK MANAGEMENT SERVICES - PROPERTY AND GENERAL LIABILITY INSURANCE.	120,000.00
TOTAL	\$ 120,000.00

Make all checks payable to TOWN OF NEWTOWN GENERAL FUND

THANK YOU FOR YOUR BUSINESS!

TOWN OF NEWTOWNESTABLISHING A DEFINED CONTRIBUTION PLAN (401 GOVERNMENTAL MONEY PURCHASE PLAN) FOR NEW NON-UNION EMPLOYEES (REPLACING THE CURRENT DEFINED BENEFIT PLAN)

- PROPOSED IMPLEMENTATION DATE FOR NEW NON-UNION EMPLOYEES:
 - 01/01/2014
 - OTHER EMPLOYEE GROUPS WILL BE ADDED TO THE PLAN THRU THE COLLECTIVE BARGAINING PROCESS.

- ADMINISTRATOR OF PLAN – ICMA-RC (CITY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION, A NONPROFIT CORPORATION – CURRENTLY THE TOWN’S DEFERRED COMPENSATION ADMINISTRATOR).

- ESTABLISHING THE PLAN(TO BE REVIEWED BY TOWN ATTORNEY):
 - COMPLETE THE ICMA-RC SUGGESTED RESOLUTION.
 - COMPLETE THE ICMA-RC ADOPTION AGREEMENT (SOME PROPOSED ITEMS BELOW):
 - EMPLOYER CONTRIBUTIONS = 5% OF EARNINGS (BASE PAY) (UNDER CURRENT PENSION PLAN EMPLOYER CONTRIBUTIONS WERE 5.4% IN 2012-13 & 4.8% IN 2013-14).
 - MANDATORY EMPLOYEE CONTRIBUTIONS = 5%
 - 100% VESTING AFTER ONE YEAR
 - SPOUSAL PROTECTION
 - COMPLETE THE IMPLEMENTATION DATA FORM (AN ADMINISTRATIVE FORM)
 - SIGN THE ADMINISTRATIVE SERVICES AGREEMENT (BETWEEN ICMA RETIREMENT CORPORATION AND THE TOWN OF NEWTOWN).
 - AMEND THE CURRENT PENSION PLAN DOCUMENT.
 - CURRENT PENSION PLAN WILL BE CLOSED TO NEW NON-UNION EMPLOYEES STARTING ON 1/1/2014.

- PLAN WILL NEED TO BE UPDATED AS NEW EMPLOYEE GROUPS ARE ADDED.

- ATTACHED:
 - ICMA-RC SUGGESTED RESOLUTION.
 - SAMPLE ADOPTION AGREEMENT.
 - ADMINISTRATIVE SERVICES TO BE PERFORMED BY ICMA-RC.
 - ABOUT ICMA-RC.
 - 401a PLAN GUIDE

RESOLUTION FOR A LEGISLATIVE BODY RELATING TO A MONEY PURCHASE PLAN

RESOLUTION OF _____ (EMPLOYER NAME).

PLAN NUMBER 10- _____

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the establishment of a money purchase retirement plan benefits employees by providing funds for retirement and funds for their beneficiaries in the event of death; and

WHEREAS, the Employer desires that its money purchase retirement plan be administered by ICMA-RC and that the funds held in such plan be invested in the VantageTrust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans:

NOW THEREFORE BE IT RESOLVED that the Employer hereby establishes or has established a money purchase retirement plan (the "Plan") in the form of: (Select one)

- The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust, pursuant to the specific provisions of the Adoption Agreement (executed copy attached hereto).
- The Plan and Trust provided by the Employer (executed copy attached hereto).

The Plan shall be maintained for the exclusive benefit of eligible employees and their beneficiaries; and

BE IT FURTHER RESOLVED that the Employer hereby executes the Declaration of Trust of VantageTrust, intending this execution to be operative with respect to any retirement or deferred compensation plan subsequently established by the Employer, if the assets of the plan are to be invested in the VantageTrust.

BE IT FURTHER RESOLVED that the Employer hereby agrees to serve as trustee under the Plan and to invest funds held under the Plan in the VantageTrust; and

BE IT FURTHER resolved that the _____ (use title of official, not name) shall be the coordinator for the Plan; shall receive reports, notices, etc., from the ICMA Retirement Corporation or the VantageTrust; shall cast, on behalf of the Employer, any required votes under the VantageTrust; may delegate any administrative duties relating to the Plan to appropriate departments; and

BE IT FURTHER RESOLVED that the Employer hereby authorizes _____ (use title not name) to execute all necessary agreements with the ICMA Retirement Corporation incidental to the administration of the Plan.

I, _____, Clerk of the (City, County, etc.) of _____, do hereby certify that the foregoing resolution proposed by (Council Member, Trustee, etc.) of _____, was duly passed and adopted by the (Council, Board, etc.) of the (City, County, etc.) of _____ at a regular meeting thereof assembled this _____ day of _____, 20____, by the following vote:

AYES:

NAYS:

ABSENT:

(SEAL)

Clerk of the (City, County, etc.)

**ICMA RETIREMENT CORPORATION
GOVERNMENTAL MONEY PURCHASE PLAN & TRUST
ADOPTION AGREEMENT**

PLAN NUMBER 10- _____

The Employer hereby establishes a Money Purchase Plan and Trust to be known as _____
_____ (the "Plan") in the form of the ICMA Retirement Corporation Governmental Money Purchase
Plan and Trust (MPP 01/01/06).

This Plan is an amendment and restatement of an existing defined contribution money purchase plan.

Yes No

If yes, please specify the name of the defined contribution money purchase plan which this Plan hereby amends and restates:

I. Employer: _____ [902]

II. The Effective Date of the Plan shall be the first day of the Plan Year during which the Employer adopts the Plan, unless an alternate Effective Date is hereby specified: _____ (e.g., January 1, 2006 for the MPP 01/01/06 Plan)

III. Plan Year will mean:

- The twelve (12) consecutive month period which coincides with the limitation year. (See Section 5.03(f) of the Plan.)
- The twelve (12) consecutive month period commencing on _____ and each anniversary thereof.

IV. Normal Retirement Age shall be age _____ (not to exceed age 65). [288]

V. ELIGIBILITY REQUIREMENTS:

1. The following group or groups of Employees are eligible to participate in the Plan:

- _____ All Employees
 - _____ All Full Time Employees
 - _____ Salaried Employees
 - _____ Non union Employees
 - _____ Management Employees
 - _____ Public Safety Employees
 - _____ General Employees
 - _____ Other Employees (specify describe the group(s) of eligible employees below)
- _____

The group specified must correspond to a group of the same designation that is defined in the statutes, ordinances, rules, regulations, personnel manuals or other material in effect in the state or locality of the Employer. Also, the eligibility requirements for participation in the Plan cannot be such that Employees become Participants only in the Plan Year in which the Employees terminate employment (i.e., stand-alone final pay plans).

2. The Employer hereby waives or reduces the requirement of a twelve (12) month Period of Service for participation. The required Period of Service shall be (write N/A if an Employee is eligible to participate upon employment) _____.

If this waiver or reduction is elected, it shall apply to all Employees within the Covered Employment Classification.

3. A minimum age requirement is hereby specified for eligibility to participate. The minimum age requirement is _____ (not to exceed age 21. Write N/A if no minimum age is declared.)

VI. CONTRIBUTION PROVISIONS

1. The Employer shall contribute as follows (choose all that apply):

Fixed Employer Contributions With or Without Mandatory Participant Contributions. (If section B or C is chosen, please complete section D. Section E is optional.)

- A. Fixed Employer Contributions. The Employer shall contribute on behalf of each Participant _____% of Earnings or \$_____ for the Plan Year (subject to the limitations of Article V of the Plan).

Mandatory Participant Contributions

are required are not required

to be eligible for this Employer Contribution.

- B. Mandatory Participant Contributions for Plan Participation. A Participant is required to contribute (subject to the limitations of Article V of the Plan)

- (i) _____% of Earnings,
(ii) \$_____, or
(iii) a whole percentage of Earnings between the range of _____ (insert range of percentages between 0% and 20% (e.g., 3%, 6%, or 20%; 5% to 7%)), as designated by the Employee in accordance with guidelines and procedures established by the Employer

for the Plan Year as a condition of participation in the Plan. A Participant shall not have the right to discontinue or vary the rate of such contributions after becoming a Plan Participant.

The Employer hereby elects to "pick up" the Mandatory Participant Contributions.¹

Yes No

[621]

- C. Mandatory Participant Contributions for this Portion of the Plan. Each Employee eligible to participate in the Plan shall be given the opportunity to irrevocably elect to participate in the Mandatory Participant Contribution portion of the Plan by electing to contribute _____ (insert range of percentages between 0% and 20% (e.g., 3%, 6%, or 20%; 5% to 7%)) of the Employee's Earnings to the Plan for each Plan Year (subject to the limitations of Article V of the Plan).

¹ Neither an IRS advisory letter nor a de-termination letter issued to an adopting Employer is a ruling by the Internal Revenue Service that Participant contributions that are picked up by the Employer are not includ-able in the Participant's gross income for federal income tax purposes. Pick-up contributions are not mandated to receive private letter rulings, however, if an adopting employer wishes to receive a ruling on pick-up contributions they may request one in accordance with Revenue Procedure 2007-4 (or subsequent guidance).

A Participant shall not have the right to discontinue or vary the rate of such contributions after becoming a Participant in this portion of the Plan.

The Employer hereby elects to "pick up" the Mandatory Participant Contributions.²

Yes No

[621]

- D. Election Window. Newly eligible Employees shall be provided an election window of _____ days (no more than 60 calendar days) from the date of initial eligibility during which they may make the election to participate in the Mandatory Participant Contribution portion of the Plan. Participation in the Mandatory Participant Contribution portion of the Plan shall begin the first of the month following the end of the election window.

An Employee's election is irrevocable and shall remain in force until the Employee terminates employment or ceases to be eligible to participate in the Plan. In the event of re-employment to an eligible position, the Employee's original election will resume. In no event does the Employee have the option of receiving the pick-up contribution amount directly.

Fixed Employer Match of Voluntary Participant Contributions.

The Employer shall contribute on behalf of each Participant ___% of Earnings for the Plan Year (subject to the limitations of Article V of the Plan) for each Plan Year that such Participant has contributed ___% of Earnings or \$_____. Under this option, there is a single, fixed rate of Employer contributions, but a Participant may decline to make the required Participant contributions in any Plan Year, in which case no Employer contribution will be made on the Participant's behalf in that Plan Year.

Variable Employer Match of Voluntary Participant Contributions.

The Employer shall contribute on behalf of each Participant an amount determined as follows (subject to the limitations of Article V of the Plan):

_____% of the Voluntary Participant Contributions made by the Participant for the Plan Year (not including Participant contributions exceeding ____% of Earnings or \$_____);

PLUS ____% of the contributions made by the Participant for the Plan Year in excess of those included in the above paragraph (but not including Voluntary Participant Contributions exceeding in the aggregate ____% of Earnings or \$_____).

Employer Matching Contributions on behalf of a Participant for a Plan Year shall not exceed \$_____ or ____% of Earnings, whichever is ___ more or ___ less.

2. Each Participant may make a voluntary (unmatched), after tax contribution, subject to the limitations of Section 4.05 and Article V of the Plan.

Yes No

3. Employer contributions for a Plan Year shall be contributed to the Trust in accordance with the following payment schedule (no later than the 15th day of the tenth calendar month following the end of the calendar year or fiscal year (as applicable depending on the basis on which the Employer keeps its books) with or within which the particular Limitation year ends, or in accordance with applicable law):

² See footnote 1 on the previous page.

4. Participant contributions for a Plan Year shall be contributed to the Trust in accordance with the following payment schedule (no later than the 15th day of the tenth calendar month following the end of the calendar year or fiscal year (as applicable depending on the basis on which the Employer keeps its books) with or within which the particular Limitation year ends, or in accordance with applicable law):
-

VII. EARNINGS

Earnings, as defined under Section 2.09 of the Plan, shall include:

- (a) Overtime

Yes No

- (b) Bonuses

Yes No

- (c) Other Pay (specifically describe any other types of pay to be included below)
-
-

VIII. The Employer will permit rollover contributions in accordance with Section 4.11 of the Plan.

Yes No

IX. LIMITATION ON ALLOCATIONS

If the Employer maintains or ever maintained another qualified plan in which any Participant in this Plan is (or was) a participant or could possibly become a participant, the Employer hereby agrees to limit contributions to all such plans as provided herein, if necessary in order to avoid excess contributions (as described in Sections 5.02 of the Plan).

1. If the Participant is covered under another qualified defined contribution plan maintained by the Employer, the provisions of Section 5.02(a) through (f) of the Plan will apply unless another method has been indicated below.

- Other Method. (Provide the method under which the plans will limit total Annual Additions to the Maximum Permissible Amount, and will properly reduce any excess amounts, in a manner that precludes Employer discretion.)

2. The limitation year is the following 12 consecutive month period:

X. VESTING PROVISIONS

The Employer hereby specifies the following vesting schedule, subject to (1) the minimum vesting requirements and (2) the concurrence of the Plan Administrator. (For the blanks below, enter the applicable percent – from 0 to 100 (with no entry after the year in which 100% is entered), in ascending order.)

<u>Period of Service Completed</u>	<u>Percent Vested</u>
Zero	_____ %
One	_____ %
Two	_____ %
Three	_____ %
Four	_____ %
Five	_____ %
Six	_____ %
Seven	_____ %
Eight	_____ %
Nine	_____ %
Ten	_____ %

XI. Loans are permitted under the Plan, as provided in Article XIII of the Plan:

Yes No

[751]

XII.

1. In-service distributions are permitted under the Plan after a participant attains (select one of the below options):

[646:8]

- Normal Retirement Age
- Age 70½
- Not permitted at any age

2. Tax-free distributions of up to \$3,000 for the payment of qualifying insurance premiums for eligible retired public safety officers are available under the Plan.

Yes No (Default)

[646:3]

XIII. In-service distributions of the Rollover Account are permitted under the Plan as provided in Section 9.07.

Yes No (Default)

[646:7]

XIV. SPOUSAL PROTECTION

The Plan will provide the following level of spousal protection (select one):

- A. Participant Directed Election. The normal form of payment of benefits under the Plan is a lump sum. The Participant can name any person(s) as the Beneficiary of the Plan, with no spousal consent required. [646:6]
- B. Beneficiary Spousal Consent Election (Article XII). The normal form of payment of benefits under the Plan is a lump sum. Upon death, the surviving spouse is the Beneficiary, unless he or she consents to the Participant's naming another Beneficiary. (This is the default provision under the Plan if no selection is made.) [646:6]
- C. QJSA Election (Article XVII). The normal form of payment of benefits under the Plan is a 50% qualified joint and survivor annuity with the spouse (or life annuity, if single). In the event of the Participant's death prior to commencing payments, the spouse will receive an annuity for his or her lifetime. [642:8]
[646:6]

XV. FINAL PAY CONTRIBUTIONS

The Plan will provide for Final Pay Contributions if either 1 or 2 below is selected.

Final Pay shall be defined as (select one):

- A. Accrued unpaid vacation
- B. Accrued unpaid sick leave
- C. Accrued unpaid vacation and sick leave
- D. Other (insert definition of final pay): _____

that would otherwise be payable to the Employee in cash upon termination.

- 1. **Employer Final Pay Contribution.** The Employer shall contribute on behalf of each Participant _____% of Final Pay to the Plan (subject to the limitations of Article V of the Plan).
- 2. **Employee Designated Final Pay Contribution.** Each Employee eligible to participate in the Plan shall be given the opportunity at enrollment to irrevocably elect to contribute _____% (insert fixed percentage of final pay to be contributed) or up to _____% (insert maximum percentage of final pay to be contributed) of Final Pay to the Plan (subject to the limitations of Article V of the Plan).

Once elected, an Employee's election shall remain in force and may not be revised or revoked. If the employer elects to "pick up" these amounts, in no event does the Employee have the option of receiving the pick-up contribution amount directly.

The Employer hereby elects to "pick up" the Employee Designated Final Pay Contribution thereby treating such contributions as Employer-made contributions for federal income tax purposes.

- Yes
- No

[621]

XVI. ACCRUED LEAVE CONTRIBUTIONS

The Plan will provide for accrued unpaid leave contributions if either 1 or 2 is selected below.

Accrued Leave shall be defined as (select one):

- A. Accrued unpaid vacation
- B. Accrued unpaid sick leave
- C. Accrued unpaid vacation and sick leave
- D. Other (insert definition of final pay: _____)

that would otherwise be payable to the Employee in cash.

- 1. **Employer Accrued Leave Contribution.** The Employer shall contribute as follows (choose one of the following options):
 - For each Plan Year, the Employer shall contribute on behalf of each Eligible Participant the unused Accrued Leave in excess of _____(insert number of hours/days/weeks) to the Plan (subject to the limitations of Article V of the Plan).
 - For each Plan Year, the Employer shall contribute on behalf of each Eligible Participant _____ % of unused Accrued Leave to the Plan (subject to the limitations of Article V of the Plan).

2. **Employee Designated Accrued Leave Contribution.**

Each eligible Participant shall be given the opportunity at enrollment to irrevocably elect to contribute _____% (insert fixed percentage of accrued unpaid leave to be contributed) or up to _____% (insert maximum percentage of accrued unpaid leave to be contributed) of Accrued Leave to the Plan (subject to the limitations of Article V of the Plan).

Once elected, an Employee's election shall remain in force and may not be revised or revoked. If the employer elects to "pick up" these amounts, in no event does the Employee have the option of receiving the pick-up contribution amount directly.

The Employer hereby elects to "pick up" the Employee Designated Final Pay Contribution thereby treating such contributions as Employer-made contributions for federal income tax purposes.

Yes No

[62]

In order to allow for Final Pay Contributions and/or Accrued Leave Contributions, as defined in sections XV and XVI above, the Plan must also include additional sources of ongoing contributions, such as Fixed Employer Contributions or Mandatory Participant Contributions. In accordance with IRS Guidance, ICMA-RC will not process Final Pay Contribution or Accrued Leave Contribution Features as part of a "Stand Alone" Final Pay Plan.

XVII. The Employer hereby attests that it is a unit of state or local government or an agency or instrumentality of one or more units of state or local government.

XVIII. The Plan Administrator hereby agrees to inform the Employer of any amendments to the Plan made pursuant to Section 14.05 of the Plan or of the discontinuance or abandonment of the Plan.

XIX. The Employer hereby appoints the ICMA Retirement Corporation as the Plan Administrator pursuant to the terms and conditions of the ICMA RETIREMENT CORPORATION GOVERNMENTAL MONEY PURCHASE PLAN & TRUST.

The Employer hereby agrees to the provisions of the Plan and Trust.

XX. The Employer hereby acknowledges it understands that failure to properly fill out this Adoption Agreement may result in disqualification of the Plan.

XXI. An adopting Employer may rely on an advisory letter issued by the Internal Revenue Service as evidence that the Plan is qualified under section 401 of the Internal Revenue Code to the extent provided in applicable IRS revenue procedures and other official guidance.

In Witness Whereof, the Employer hereby causes this Agreement to be executed on this _____ day of _____, 20_____.

EMPLOYER

ICMA RETIREMENT CORPORATION
777 North Capitol St., NE
Washington, DC 20002-4240
202-962-8096

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Attest: _____

Attest: _____

Exhibit A

Administrative Services

The administrative services to be performed by ICMA-RC under this Agreement shall be as follows:

- (a) Participant enrollment services, including providing a welcome package and enrollment kit containing instructions and notices necessary to implement the Plan's administration. Employees will enroll online or through form. ICMA-RC will provide an enrollment link through the general ICMA-RC web site. Plan sponsor will also make available the online enrollment link in their Intranet site or via email to new employees. Employer can also enroll employees through EZLink.
- (b) Establishment of participant accounts for each employee participating in the Plan for whom ICMA-RC receives appropriate enrollment instructions. ICMA-RC is not responsible for determining if such Plan participants are eligible under the terms of the Plan.
- (c) Allocation in accordance with participant directions received in good order of individual participant accounts to investment funds offered under the Trust. Participants can complete allocations through Investor Services, Voice Response System or through Account Access, the secure participant online system provided by ICMA-RC.
- (d) Maintenance of individual accounts for participants reflecting amounts deferred, income, gain or loss credited, and amounts distributed as benefits.
- (e) Maintenance of records for all participants for whom participant accounts have been established. These files shall include enrollment instructions (provided to ICMA-RC through Account Access, EZLink or form), beneficiary designation instructions and all other documents concerning each participant's account, and if applicable, records of any transaction conducted through the Voice Response Unit ("VRU"), Account Access or other electronic means.
- (f) Provision of periodic reports to the Employer through EZLink. Participants will have access to account information through Investor Services, Voice Response System, Account Access and through quarterly statements that can be delivered electronically through Account Access or by postal service.
- (g) Communication to participants of information regarding their rights and elections under the Plan.
- (h) Making available Investor Services Representatives through a toll-free telephone number from 8:30 a.m. to 9:00 p.m. Eastern Time, Monday through Friday (excluding holidays and days on which the securities

markets or ICMA-RC are closed for business (including emergency closings), to assist participants.

- (i) Making available a toll-free number and access to VantageLine, ICMA-RC's interactive VRU, and ICMA-RC's web site, to allow participants to access certain account information and initiate plan transactions at any time. Account access and VantageLine are normally available 24 hours a day, seven days a week except during scheduled maintenance periods designed to ensure high-quality performance. The scheduled maintenance window is outlined at <https://harper1.icmarc.org/login.jsp>
- (j) Distribution of benefits as agent for the Employer in accordance with terms of the Plan. Participants who have separated from service can request distributions through Account Access or via form.
- (k) Upon approval by the Employer that a domestic relations order is an acceptable qualified domestic relations order under the terms of the Plan, ICMA-RC will establish a separate account record for the alternate payee and provide for the investment and distribution of assets held thereunder.
- (l) Loans may be made available on the terms specified in the Loan Guidelines, if loans are adopted by the Employer. Participants can request loans through Investor Services or Account Access.
- (m) Guided Pathways – Participant Advice and Guidance may be made available through a third party vendor on the terms specified on ICMA-RC's website.
- (n) ICMA-RC will determine appropriate delivery method (electronic and/or print) for plan sponsor/participant communications and education based on a number of factors (audience, effectiveness, etc.)

ICMA

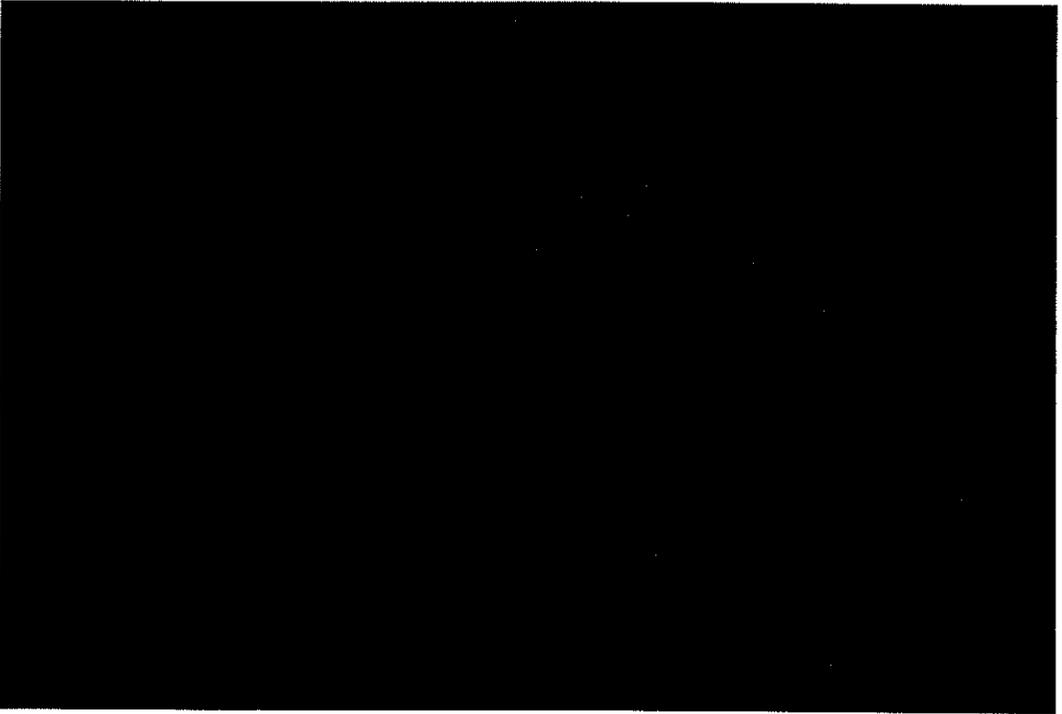
Founded in 1972 through the assistance of a Ford Foundation grant, ICMA-RC's mission is to help building retirement security for public employees. It all began when the International City/County Management Association (ICMA) had the vision to create an organization dedicated to the retirement needs of public sector employees, and thus ICMA-RC was formed. ICMA-RC was founded to provide portable retirement benefits for city and county managers, enabling accumulated retirement assets to be transferred between employers. Today, ICMA-RC serves more than a million participant accounts and about 9,000 plans across the country.



**Get to Know Your 401(a)
Money Purchase Plan**




ICMA RC
Building Retirement Security



A **MONEY PURCHASE PLAN** may be your primary source of retirement income or play a key supporting role. The more you know about how it works, the better you can plan for your retirement.

A Tax-Advantaged Retirement Plan

A **401(a) Money Purchase Plan** is a retirement savings plan and investment vehicle with tax advantages.

- Contributions are made to your account during your employment.
- Your account's value is based on those contributions and subsequent investment returns.
- Earnings are not subject to tax until withdrawn.
- You have significant control over:
 - how the money in the account is invested;
 - how funds are withdrawn following your separation from service; and
 - who receives any remaining assets upon your death.

Contributions

You and your employer contribute to your account each year based on a set formula, which is generally determined by your employer.

Ownership

Vesting determines your ownership of employer contributions.

- You are always vested (fully own) 100 percent for all contributions you make, as well as any associated earnings.
- Your ownership of employer contributions is typically based on a vesting schedule in which you have to work a certain number of years before being vested 100 percent.

Investment Control

You control all investment decisions, choosing from among the available options. You decide:

- how contributions are invested; and
- how to manage your investments on an ongoing basis.



Access to Your Money

When you leave your employer, you can withdraw vested assets, regardless of the reason and your years of service.

Under certain conditions, based on your employer's plan rules, withdrawals may also be allowed while you're still working.

You have the following flexible withdrawal options for vested assets:

- Your entire balance
- Periodic, partial withdrawals as you see fit
- Installment payments of a certain dollar amount and frequency, such as monthly or quarterly; scheduled withdrawals can be changed at any time.
- Lifetime income payments

After you reach age 70½ or separate from service, whichever is later, you will be required to withdraw at least a minimum amount from your account each year, per IRS rules.

If plan rules allow, you may also borrow against your vested assets through a loan, subject to IRS rules.

Note: Unlike with 457 plans, withdrawals prior to age 59½ are subject to the IRS 10 percent penalty tax unless an exception, such as separation from service in the year you turn age 55 or later, applies.

Portability

After leaving your employer, vested assets can also be transferred — or rolled over — to another eligible retirement plan without being taxed.

A wide range of investment options is available to help you build a diversified portfolio. And ICMA-RC can help you make your investment decisions through **Guided Pathways®** at www.icmarc.org/guidedpathways.

Survivor Benefits

You designate a beneficiary, or beneficiaries, to receive any remaining assets upon your death.

- Most plans require that if you are married, your spouse is automatically your beneficiary for 100 percent of your account unless your spouse waives this right.
- If you are single and don't designate beneficiaries, your estate is the default beneficiary, in which case:
 - assets may not be distributed per your wishes;
 - assets are subject to probate costs, potential delays, creditor claims; and
 - non-spouse heirs may receive fewer tax benefits.

Beneficiaries control investment decisions, receive the most flexible withdrawal options allowed by law, and are not subject to any additional fees.

We Build Retirement Security

Founded in 1972, ICMA-RC is a non-profit independent financial services corporation focused on providing retirement plans and related services for more than a million public sector participant accounts and approximately 9,000 retirement plans. Our mission is to help build retirement security for public employees. We deliver on our mission by focusing on service, quality and value.

For assistance with your 401(a) plan and your overall retirement goals,
contact your ICMA-RC representative.

To manage your account online, log into **Account Access** at www.icmarc.org

You may also obtain general information on our website at:

www.icmarc.org/401a or www.icmarc.org/learn



ICMA RETIREMENT CORPORATION
777 NORTH CAPITOL STREET, NE | WASHINGTON, DC 20002-4240
800-669-7400
PARA ASISTENCIA EN ESPAÑOL LLAME AL 800-669-8216
WWW.ICMARC.ORG
BRC000-000-15860-1212-6124-51

PROPOSED RESOLUTIONS

RESOLVED THAT, The selection by the Town Purchasing Authority of Svigals Partners to be the Architect/Engineer, and Consigli Construction Company, Inc. to be the Construction Manager for the new Sandy Hook Elementary, is hereby ratified and confirmed in accordance with the Newtown Town Charter and the Newtown Purchasing Ordinance.

FURTHER RESOLVED, that the First Selectman is hereby authorized to execute such contracts including a Letter of Intent as required for the aforementioned professional services as are recommended by the Town Attorney.