

BOARD OF SELECTMEN
MEETING MINUTES
11/2/10



The Board of Selectmen met in the Town Hall, Joseph F. Bilotta Meeting Room as scheduled with Paula Bertram, Steven M. deBettencourt, Ernie Sund, Tom Alonzo, Dave Matthews and Town Manager Kerry Speidel present. Meeting opened at 7:00 P.M. with the Pledge of Allegiance

PUBLIC COMMENT

Polls remain open until 8:00 PM at the TC Passios Elementary School.
Dave expressed appreciation to the school for the Homecoming activities and everyone involved.

ANNOUNCEMENTS

1. Yard Waste Days, October 16th to November 20th at closed Landfill, Youngs Road.
2. Lions Club also has requested that they conduct their roadblock from 9:00 am to 2:00 pm on November 13th. This will be placed on the agenda for next week.
3. Ernie would like to invite any and all Veteran's to the Board of Selectmen meeting next week to lead the board in the Pledge of Allegiance commemorating Veteran's Day, November 11, 2010.

APPOINTMENTS

1. **7:30 PM Public Hearing on CDBG Grant [Eagle House Parking Lot & Housing Rehabilitation – Public Hearing opened per the following notice:**

The Town of Lunenburg Board of Selectmen will hold a Public Hearing on Tuesday, November 2, 2010 at 7:30 p.m. in the Selectmen's Meeting Room at the Town Hall, 17 Main Street, Lunenburg, Massachusetts 01462 to solicit citizen comments and input on the following Community Development Block Grant activities:

- FY'11 Grant Application which may include a Single, Joint or Regional Housing Rehabilitation program, Infrastructure project, Public Social Service program, and other grant eligible projects
- Community Development Strategy
- Target Area and Bonus Points
- Any other grant related issues

Any person or organization wishing to participate or provide comment is strongly encouraged to attend or contact the Board of Selectmen. Lunenburg Board of Selectmen, Paula Bertram, Chairman
Shelly Hatch from MRPC was present and informed the board of the Community Development Block Grant (CDBG) FY11 Application process, grant will be submitted by December 10, 2010.

This year's CDBG applications are due at DHCD on Friday, December 10, 2010. The Town of Lunenburg will be applying on their own; instead of being part of a joint or regional application. Once the applications are submitted in December, the Department of Housing and Community Development (DHCD) reviews them and decisions are scheduled to be announced in early April. Within a few weeks after the announcements are made, the Town will sign a contract with the state, an environmental review will be conducted, and program funds can start being used around the first of June.

There are several points need be to discuss tonight in regards to the new application: the target area requirement, bonus points which consist of integrated projects and complementary project funds, and the community development strategy. Also again in this year's application, the Town needs to hold a public forum, which is similar to holding a small Charrette or visioning session. This year, due to the change in the application deadline, DHCD has decreased the requirement of holding the public forum two (2) months prior to the application deadline down to one (1) month prior to the December 10thj submittal date. One public forum 'as held in late August during the day at the Senior Center and the Town held a second forum in the evening on October 5th The participants at the first forum recommend that the BOS pursue the housing rehabilitation program again along with construction funding for a new parking lot at the Eagle House.

Target Area: HUD is looking to see an impact from the CDBG funds within the target area, which means the town needs to choose one area based on a census track/block or a geographical area. Because the town is reapplying for the Senior Center Parking Lot project, the target area has to be the census area where the existing senior center is located, which is Census Block Group 712 101-2. This requirement is now a threshold question. Previously you could get bonus points for having a target area but now it is a threshold. If you don't meet this threshold your application will not be reviewed.

Bonus Points: There are 10 additional points that may be awarded to your application in two different areas

- 1) 5 points for having integrated projects, and
- 2) 5 points for showing complimentary projects within the target area.

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The senior center will also be contacting residents within the target area to see if any need assistance on the housing rehab component. Applications are available at the Town Hall and the Senior Center, per Shelly they have received 7 pre-applications but really need to have 20 as we need to show that there is a need. Renovations of the Town Hall may be considered complimentary improvements and Shelly will review this with DHCD. Doreen noted that an additional item would be the installation of a stairway from the existing parking lot to the Senior Center. Also, may be able to adapt some of the playground equipment, to more "fitness equipment". Lion's Club addition of a basketball court at the Teen Center, Veteran's Memorial area has received improvements as well as improvements to the Lakefront Ave. area.

Per Shelly, the Town also may be able to use some chapter 90 projects that have been completed, will need to review these as well with DHCD. She noted that applicants must be income eligible in order to be eligible for the program which is to address any health and safety issues up to \$35,000, with no monthly payments, no interest. MRPC will only place a lien on the property for a period of 15 years and if the property owner stays in the home, they would owe nothing, only when the property is sold during that term they would have to pay 50%. There is no age requirement only the income requirement so anyone who meets the income criteria would be eligible. If the property owner passes away and as long as the family retains the title, they do not have to reimburse. Only if they change title before the 15 year term, will they have to reimburse. Board will need to provide a support letter, as will the Board of Health, the Building Inspector and senior's in general to show their support as residents who will be using these projects to support it. As the application is due December 10th, the board voted unanimously to continue the public hearing to December 7th to finalize the documents.

CURRENT BUSINESS

1. **Request from Salvation Army for Voluntary Road Block** - Captain Mark Hager, Salvation Army Corps Commanding Officer was present with Dave MacDonald of 155 Island Road, also a member of the Salvation Army Advisory Committee. Captain Hager submitted a request holding a boot drive on the corners of Whalom Road and Mass Ave. and in the center of town on November 27th from 9:00 am to 3:00 pm, as their Kettle Campaign Kick Off will be on November 11th. All monies collected from these events are put back into meeting community needs, i.e., clothing, food pantry, fuel assistance and disaster services. Latest program is a bridging the gap program to assist the youth of the community in ways to deal with stresses that they may be going through. Will be dressed in reflective gear and have traffic cones. Noted that the Salvation Army's phone number is 978-342-3300 for anyone who may need assistance. Tom motion to approve, Steve seconded, voted unanimously.

2. **Contract for Municipal Aggregation Consultant** – Kerry informed the board that we've gone through the process of issuing a RFP and we received on one response for someone to serve as a consultant to assist the town in preparing bid documents for Municipal Aggregation. Mark Cappadona was present from Colonial Power Group (CPG). Paula questioned section 3.4 of the proposal and would like to understand CPG role and the town's role. Per Mark, CPG will be working with the suppliers as will the town and you'll let us know that this would be agreeable to you and once determined then we would work to execute a contract. The contract would be between the Supplier and the Town and CPG would work to ensure that the terms of the contract are correct.

Ernie questioned the postage and mailing costs and methods of delivering the information and those that do not have access to either cable or web. Per Mark with the DPU, to the average consumer we could have the form, the quarterly breakdown available at the town hall. A mailing would increase the rate and is a necessary evil today, the information is too technical for the average consumer and could be available in town hall. If the request were to come in then they could receive this information in the mail.

Tom questioned how CPG would receive payment and per Mark it would be through the supplier the .001/per Kwh charge by those people who are in the program.

Paula questioned the town's role in the negotiation component, how does the process work. Mark explained the process on going back and forth with the supplier, could ask the various terms etc., and have them (supplier) provide this information to the town. People would have some input as to the term and what the output is. Per Kerry, the town has a consultant and he gives us a term, usually it's been from 12 to 18 months. The Opt-out process is provided to consumer via a direct mailing and they could sign the form to come out of the plan, if they do nothing, they would be in the program. Just bringing more choice, if they want to opt out, the consumer could also place a phone call and within two days, they should be opted out, at any time if they so choose.

Ernie would like to question Mr. DiNapoli Municipal and Community Services from Unutil and informed the board that this an opportunity for the town to move forward to aggregate as many times a year as the Town chooses. They are more than happy to assist the town, as they are a distributor as this makes the town more competitive.

Tom move to approve the contract with Colonial Power, Ernie seconded, voted unanimously.

3. Contracts

a) **Town Manager** – Paula informed the public that the Board of Selectmen has signed a contract with the Town Manager for 3 years @ 2% increase, Ms. Speidel has been an asset to this town and pleased to announce that they've settled on a contract. Kerry will receive:

1. 3-year term
2. 2% salary increase per year .
3. Increase maximum accumulation of sick leave from 60 to 90 days
4. Increase severance pay by 1 month each year, for a total of 6 months in the final year of the contract

5 1.5% performance bonus if score of 150 or higher is achieved on the composite evaluation

- b) Town Accountant – wage reopener, Board of Selectmen voted unanimously to approve a 3% increase for this year as she has did not receive an the previous year.

4. **Minutes** – Board of Selectmen Regular session for 9/7/10 & 9/14/10 and Executive Session for 9/7/10 reviewed and signed.
Warrants - #9 mb 11, 10/28/10 - \$812.50, #24 11, 11/2/10 - \$284,098.18 and #23 11, 11/3/10 - \$306,719.64 reviewed and signed.
Action File Issues - None

5. **Committee Updates** –

- Tom - teleconference with Mass Broadband Institute and they apprise of the the progress of the project. Have sent a letter to the community Historical Commission and are requesting information on any historical structures. Will be doing the building survey project and will be informed when they anticipate conducting, will keep town and schools apprised of when he recieves notice. Also, mapping notification project and will work with either Comcast or the Towns Cable Committee to determine how much coverage they will have.
- Dave - Finance Committee met last week and discussed articles on the Special Town Meeting Warrant and the Financial Forecast.
- Paula - October 27th we had the first Chairs meeting, hopefully will be expanding. Kept meeting to slightly over two hours and next meeting scheduled for December 8th at 6:15 pm, at the Ritter Building. Present: George Emond, BOH; Toby Bakaysa, Planning Board; Bob Ebersole, Sewer; Don Bowen, ZBA; Rob Verge, Conservation; Paula Bertram, Selectmen, Kerry Speidel, Town Manager. Discussed a number of issues:
 1. Toby indicated that the Planning Board is working on Master Plan, information and input from various departments/boards will be needed. Questioned Status of Open Space Plan, Rob Verge indicated plan is in final phases Sharon Jordan new member is working on it with Brian Kibbe of Division of Fish and Wildlife.
 2. GIS discussion - Sewer Department is looking to incorporate a GIS component into their system to identify sewer locations and associated data. Much discussion regarding need of communication amongst departments and a central location for data. Plan of Action:
 - a. Meeting with Assessors Department to determine what components of a GIS system have already been purchased and feasibility of deploying GIS to other departments.
 - b. Circulate survey to all Town Departments to identify what software and databases they are currently using to ensure that if a central depository/permitting solution/GIS system are deployed that they can be utilized by all departments. Need to involve technology department. Kerry and Paula will work on compiling survey and circulating to departments.
 - c. Discussion about website and desire to have ability to view permit/project data through secure channels. Everyone was informed that the website committee is recommending Qscend Technologies, everyone will take a look at their site.
 3. Need to incorporate feedback/input from all appropriate departments earlier in permitting process was discussed. Toby noted that currently Tech meetings are arranged by the Planning Director when a subdivision or development is submitted. It was noted that the administrators attend these meetings; however feedback from the elected/appointed Boards is needed. Toby will discuss current process with Planning Director and investigate ways to improve.
 4. Issuance of earth removal permits - need input from other departments such as Board of Health and Conservation prior to issuance to determine compliance with their regulations.
 5. Need for all board/commission members to take the conflict of interest test. Some members have taken the test, others have not yet; they will contact Town Clerk for link and information.
 6. Toby asked when an email address will be available for all board members. Kerry will investigate with Network Director.
 7. Need for training by both staff and employees emphasized. Currently there is not funding within budgets for training. Rob indicated that several members of the Conservation Commission attend the MACC meeting annually at their own expense. Everyone was asked to identify seminars and training sessions that they would like their staff and members to attend and associated costs.

Next meeting scheduled for December 8th at 6:15 p.m. at the Ritter Administration Building. Will be working on a survey to circulate among the departments to determine how they are tracking projects etc. All are interested in what has been happening as far as the website and what we will receive from QScend. Need for the compliance with the Conflict of Interest requirements and updating of emailing addresses. Also, need for training for both staff for things such as "Smart Growth" which are currently being paid for individually or they are not able to attend. The need for training in technology as this is one area that has consistently been cut within the budgets. Tom commented that we really need to get a handle on what the costs are and need to incorporate this back into the budget as it's necessary to give the employees the skills they need to do their jobs efficiently and effectively.

- Paula - Planning Board meeting on October 25th, Development Plan Review for the United Parish. Looking to expand the church across the street which is just in the beginning of the process. Proposing to reconfigure the parking spaces on

Memorial Drive to have them "head in" and would like to have this on next weeks agenda. Need to check on the timeline as to when we can comment until, noted that it's important that the board provide input.

- Ernie PACC met last evening and have recommendations to the Town Manager for the position. No Capital Planning meeting until this Thursday. Paula noted that there is an application in the Action File for PACC and per Ernie they (PACC) have spoken with Mr. Wallman of 42 Houghton's Mill Road and would like him appointed. Kerry has tentatively scheduled PACC for the November 16th Board of Selectmen meeting. Regarding the new programmer position; several candidates have been interviewed for production and administrative areas. They are looking to hire two people, one for up to 10 hours per week and the other for up to 15 hours per week.

6. Department Updates - None

7. Town Manager Updates --

- Awarded a DEP grant that we applied for in July to purchase compost bins for \$750.
- The Website task force did recommend QScend for the website and we've been able to negotiate a very good price. Funding will come from unexpended technology appropriations from FY'07 to FY'09 for \$15,000, first year for installation and maintenance. Paula would like to understand what modules specifically were purchased and would like to know specifically what communities are using them. One is a scheduler program and content is main component. Citizen relation manager that enables a host of various contacts with citizens, anything from a burnout street light, potholes, just general contact with town departments. Allows for numerous calendars. Paula questioned who manages the content and per Tom the migration of our current content into a basic format will be migrated into the new format and we will receive training. Paula really wants to understand how easy it will be to upload the content, who is going to administer the content. Per Tom this would be a determination of the Town Manager or the Technology Director as to how this would work. There are training opportunities, they have on line training. They will not be redesigning anything, just uploading content. Copy of the contract will be provided to the board as well as a list of communities that utilize this vendor.

Per Kerry, we will deploy the website by establishing a framework, what is acceptable, the procedures and thought this would run in tandem with the new vendor. The issues that need to be addressed with policies and procedures, envision that this would be a joint effort and we will discuss the launching of the website. Provided a copy of the General Bylaw establishing the Computer Advisory Committee, in the three years since Kerry has been here, doesn't believe that the committee has operated as the charge in the bylaw states. Noted that when she started the committee was made up of department representatives and has since been reorganized with members of the community that are experience in technology and would like to discuss this board having a liason to the Committee to get this group back on track. Paula noted that she served as Chair of this Committee over 20 years ago and at the time was very active group. Noted that we have a real need for an active Computer Advisory Committee to address the needs, and how to deploy and see that we need to get this re-activated. Kerry would like the board to consider and questioned if they had any thoughts on this and would like the members to get back to her. Per Tom currently the perception of the Committee is that a nine person committee is difficult due to the number and their role as advisory as we are lacking a mechanism to disseminate the work as we really need people to do the work. A more active committee that could take a task such as the website, they will learn it and set up training opportunities. Paula would like to revisit the Charter of the Computer Advisory Committee and have changes ready for the spring town meeting, to contact the Advisory Committee.

OLD BUSINESS

1. **Special Town Meeting Warrant Articles** – Per Kerry the articles need to go out to the printer in the very near future and noted that her recollection of the conversation on the health insurance special legislation.

ARTICLE H I move that the Town vote to authorize the Board of Selectmen to petition the General Court for special legislation to allow for a special act to read substantially as follows:

AN ACT AUTHORIZING THE TOWN OF LUNENBURG

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows;

SECTION 1 Notwithstanding the provisions of M.G.L. Chapter 32B and M.G.L. Chapter 150E of the General Laws or any other general or special law to the contrary, the Town of Lunenburg is authorized to negotiate and purchase group insurance policies for Employees, Retirees and Dependents without being subject to collective bargaining as defined in M.G.L. Chapter 150E.

SECTION 2 Further, the Town of Lunenburg is also authorized to alter current and future plan design features, and that such action not be subject to collective bargaining as defined in M.G.L. Chapter 150E.

SECTION 3 Further, the Town of Lunenburg is also authorized, but not mandated to participate in, and/or join the Group Insurance Commission ("GIC") pursuant to M.G.L. Chapter 32A, and such action shall not be subject to collective bargaining as defined in M.G.L. Chapter 150E.

SECTION 4 The provisions of this act shall not affect obligation under any collective bargaining agreement(s), while such agreements are in effect.

SECTION 5 This action shall take effect upon its passage.

Adopting MGL Chapter 32B, section 19 doesn't prohibit us from moving forward. Paula does not want to move forward with the special legislation as the PEC has been working with the town and she doesn't see a need at this time. Dave completely disagrees as things aren't going to get any better and we need to have every tool that is available and agrees that the employees have been very helpful

These points would be added onto the final overall score of your entire application. If your application scores an 80, and if you qualify for the bonus points, they would add 10 to the 80, for a total of 90. In the last 3 years funding round, every application that received funding scored the bonus points. So it is very important that we try to fulfill the criteria to receive all of the bonus points available.

1) Integrated Projects: To meet this requirement, you need to have two (2) projects that will be undertaken in the same target area that addresses a similar topic. The Town is proposing the senior center parking lot and housing rehabilitation; which are within the same target area.

2) Complimentary project funds: To receive these bonus points, you have to show that town funds (non CDBG funds) were spent within the target area on a community development type project, but it can't be for regular maintenance issues/projects. The installation of a new sidewalk, replacement of water lines, installing playground equipment, feasibility studies, etc. would be eligible. This is very important, the Town needs to get me a listing of any projects that have occurred within the last year (Dec 10, 2009) or that will occur in the next year (Dec 10, 2011) so we can find ones that meet the criteria.) .

Community Development Strategy: The strategy needs to encompass the needs and impact of the town as well as address a comprehensive, integrated approach to the town's community development priorities. The criteria were increased last year to four issues that need to be met.

1. The Community Development Strategy must describe the manner in which a community has identified and will accomplish projects and activities which include, but are not limited to, the subject of the current CDBG application;

2. The Community Development Strategy must conclude with a list of projects and activities in order of the priority in which the community intends to undertake them;

3. The Community Development Strategy must identify the geographic target areas if any that are intended as the focus of community development efforts;

4. CDBG applications must document that a Community Development Strategy and its priority list were discussed at a separate public forum, meeting or hearing, held at least one (1) month prior to the submission of a CDBG application in order to allow for timely community input. Compliance for this requirement must be documented by copies of meeting announcements, attendance lists and minutes. Minutes must reflect that the Community Development Strategy and priority list have been presented and that discussion has occurred.

Distributed copies of last year's strategy, attached. The Town needs to review the document and make any necessary changes, revisions, deletions as may be needed. The revised version of the strategy will then be presented at the next public hearing, to be scheduled in late November, and the Board will need to vote to adopt it, The Community Development Strategy cannot exceed seven (7) pages in length. MRPC is requesting the 805 to continue this hearing until another 805 meeting in late November. Any grant award to municipalities with CD Strategies that do not meet the four criteria above will be subject to special conditions that address Community Development Strategy criteria.

Support Letters:

Every year MRPC solicits support letters from various politicians, town officials, departments and committees, and citizens.

Housing Rehabilitation:

To date, we have only four (4) applications on the waiting list. We need to have more than that to show the state that there is a demand and a need for the housing rehabilitation program. We have to include a second project in the grant in order to score the first 5 bonus points so we have to work to increase the number of pre-applications. In the FYI 1 program, the application request will be to assist approximately 10 households so we need to have at Least 20 on the list. .

MRPC is requesting an announcement be made during tonight's hearing that additional households residing in the target area are encouraged to apply to continue building the waiting list. We also suggest a town mailing to the households within the target area.

MRPC will supply the letter and pre-application form but are requesting the Town supply MRPC with town envelopes, mailing list and postage.

MRPC will be working with the Town Manger to update the Community Development Strategy to be incorporated with the application.

Paula commented that she is having fundamental issue with the parking lot and the costs associated with this project. She would be very interested in seeing the breakdown of the estimated costs. Advocates the need for additional parking for the elderly and even though she understands that this is a grant and we have a responsibility to ensure that the money is spent as efficiently as we can. Per Shelly the costs have gone down significantly and the designer is developing estimates on the project costs. They will be dropping off bidding documents and will provide to the town, will copy the breakdown of the schedule with what they expect the line items to be.

Shelly provided a listing of the streets and a map of the Target Area, which is posted on the website, the cable station and in town hall.

Doreen read the target area street list:

BEAL STREET, BROWN DRIVE, CARR AVENUE, CHASE ROAD, CHESTNUT STREET, CLIFTON ROAD, CREST AVENUE, CROCKER AVENUE, CROSS ROAD, CUSHING LANE, EASTERN AVENUE, ELECTRIC AVENUE, ELM STREET, FISH STREET, HIGHLAND STREET, HILLSIDE DRIVE, HOLLIS ROAD, HOLMAN STREET, KIMBALL STREET, LAKEFRONT ROAD, LAKESIDE AVENUE, LAKEVIEW AVENUE, LANCASTER AVENUE, LAUREL LANE

LEOMINSTER ROAD, LINCOLN STREET, MAIN STREET, MASSACHUSETTS AVENUE, MEMORIAL DRIVE, NORTHFIELD ROAD, OAK AVENUE, PINE GROVE ROAD, POND STREET, PROSPECT STREET, RANGELEY ROAD, REDWOOD ROAD, SAVAGE DRIVE, SCHOOL STREET, SKYLARK LANE, SUNNYHILL ROAD, TURKEY HILL ROAD, TYLER DRIVE, UPLAND AVENUE, WEST STREET, WHALOM ROAD, WHITING STREET, WILDERWOOD AVENUE.

with the insurance costs. We need to be able to manage this cost fairly but aggressively, think we can be fair and still work with the PEC, they can always go elsewhere to work.

Tom questioned if anyone has passed this already and whether the legislature has passed this. Per Kerry, no it's been either the city council or town meeting, but nothing as she understands it has been sent to the legislature. As such, if we don't have the certainty that this will go through the legislature and if you attempt to pass this and it doesn't go through, then we have set the stage and really risk damaging the relationship with the employees. Don't know what we gain, but right now without that being known would be against moving this forward. Steve concurred with Tom and that we should let some of the decision making come through them (PEC) as they've been part of this in the past. Understand what we're trying to do, but think that we've been doing a good job at bringing the costs down, may not be as fast as he would like but it's being done, but even so, he would not be in favor of this right now.

Dave pointed that it's possible to manage without being territorial, plenty of opportunity out there. Don't see how this would totally undermine a working relationship with employees.

Ernie commented that this does give us another tool to manage our costs, how we manage this tool is up to us. Personally to force something on the employees, sometimes you have to, but if we don't have the tool we can't do this.

Dave recommend that we do not put on this warrant and get the information that was requested, Tom seconded so long as we have the opportunity to get information from our employees, Town Counsel and the legislature. Board voted unanimously to remove and have available for the spring town meeting.

COMMITTEE APPOINTMENTS/REAPPOINTMENTS/RESIGNATIONS

None

EXECUTIVE SESSION

1. M.G.L. Chapter 39, §23B(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigation position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel.

Being no further business board voted unanimously to adjourn Regular Session at 8:56 P.M. and opened Executive Session by roll call vote, Steve aye, Tom aye, Paula aye, Ernie aye and Dave aye, in accordance with M.G.L. Chapter 39, §23B(3) for the purpose of discussing strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the government's bargaining or litigation position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel. Chairman announced that the Board would not be returning to Regular Session

Respectfully submitted,

Laura Williams, Chief Administrative Assistant
Board of Selectmen

Benefit Highlights

Plus Plan

Welcome to Altus Dental

This flyer highlights your dental benefits and explains how your Plus plan works. At Altus Dental, we pride ourselves on providing our members with excellent customer service. We look forward to providing you and covered family members with dental insurance. When your coverage begins, we will send you an ID card and a Certificate of Coverage.

How to Contact Us

INTERNET

You can access your account information online 24 hours a day, 7 days a week at www.altusdental.com

INFOLINE

1-877-223-0588

Infoline, our automated telephone information system, is also available 24 hours a day/7 days a week

CUSTOMER SERVICE

1-877-223-0588

Our customer service representatives are available Monday – Thursday 8 am to 7 pm and Friday 8 am to 5 pm ET

TOWN OF LUNENBURG

Group#: 6150-0001

The annual maximum is: \$1000 per member per calendar year
The annual deductible is: \$50 per individual / \$150 per family
The maximum lifetime cap is: Unlimited

Pretreatment estimates are recommended for underlined procedures.

Plan pays 100%; Member Coinsurance 0%

- Two oral exams per calendar year
- Two cleanings per calendar year
- Fluoride treatment for children under age 19 twice per calendar year
- One set of bitewing x-rays per calendar year
- One complete x-ray series or panoramic film every 36 months
- Single x-rays as required
- Sealants for children under age 16, once per unrestored permanent molar every 36 months
- Space maintainers for lost deciduous (baby) teeth, replacement limited to once every 60 months

Plan pays 80%; Member Coinsurance 20% Deductible Applies

- Palliative treatment (minor procedures necessary to relieve acute pain) twice per calendar year
- Amalgam (silver) fillings; composite (white) fillings on front teeth only. For composite fillings on back teeth, the plan pays what would have been paid for an amalgam filling. Patient is responsible for the balance up to the dentist's charge.
- Repairs to existing partial or complete dentures once per calendar year
- Recementing crowns or bridges
- Rebasement or relining of partial or complete dentures; once every 60 months

Plan pays 50%; Member Coinsurance 50% Deductible Applies

- Extractions and other routine oral surgery not covered by a patient's medical plan
- General anesthesia or intravenous (I.V.) sedation for complex surgical procedures
- Root canal therapy
- Periodontal maintenance following active therapy – two per year
- Root planing and scaling once per quadrant every 24 months
- Osseous (bone) surgery once per quadrant every 24 months (bone grafts are not covered)
- Gingivectomies once per site every 24 months
- Soft tissue grafts once per site every 60 months
- Crown lengthening once per tooth every 60 months
- Surgical placement of endosteal implant and abutment; replacement limited to once every 60 months
- Crowns over natural teeth, build ups, posts and cores - replacement limited to once every 60 months
- Bridges, build ups, posts and cores, crowns over implants - replacement limited to once every 60 months
- Partial and complete dentures - replacement limited to once every 60 months

Dependent Coverage – Dependent children are covered up until the end of the month that they turn age 21. Dependent children who are full-time students over age 21 are covered as long as they stay in school or up until the end of the month that they turn age 26.

Monthly Premium:	\$36.69 Individual	\$73.37 Two Person	\$128.42 Family
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How Your Plan Works

Dental insurance helps you pay for the most common dental procedures. And, it's important to understand how your Altus Dental Plus plan works so you can get the most from your dental benefits.

How does the plan work? It's easy when you use participating network dentists.

The preferred provider network includes many of the dentists in your area, delivering easy access to care for you and your covered family members. We are the largest Preferred Provider Organization (PPO) in the state. We also offer access to dentists nationwide through the CONNECTION Dental network. All our dentists must pass our rigorous credentialing process, so you know it's care you can count on.

Finding a Dentist

Your Current Dentist

If you already have a dentist, simply ask if he or she participates with Altus Dental. If your dentist isn't in the network yet, please let us know. We actively recruit new dentists to the network.

www.altusdental.com

Log on to our website and use our online dentist directory to find a dentist in a location that's convenient for you, or to check if your dentist participates with Altus Dental. You may search by name, location or specialty. If your card displays the CONNECTION Dental logo, this means you have access to a national network and can search for a dentist or specialist in all 50 states. Our directory will provide you with the names and addresses of all the dentists that meet your search criteria, as well as maps and driving directions.

Thanks for choosing

Altus Dental — we look forward

to providing you and any

covered family members

with quality dental benefits.

Maximize your coverage with a participating dentist.

In-Network Care

When you receive care from a participating dentist, your out-of-pocket expenses will be less. That's because the dentist has agreed to accept the allowance as full payment, minus your coinsurance and any applicable deductibles — which means no "balance" billing. Just show your ID card and you're done — it's that simple! Participating dentists will handle all the paperwork and inquiries directly with us. We will also pay the dentist directly.

Out-of-Network Care

You also have the freedom to receive care from dentists who do not belong to the network. If you go to a non-participating dentist, you'll be reimbursed at a usual and customary level, which most dentists accept as payment in full, after any applicable deductibles or coinsurance.

Members Online

Once you're enrolled, **Members Online** helps you manage your dental benefits with ease. Simply log on to **www.altusdental.com** to verify your specific benefit and eligibility information or to research the status of a claim. You can also create a personal Claim Activity Statement and instantly print a copy of your ID card.

Our website is also a valuable resource for maintaining good oral health - from dental health articles and wellness commercials to our custom Children's Dental Health section. Or take the Dental Health Challenge and find out if you are at an increased risk for dental disease.

*Claims and correspondence
should be sent to:*

**Altus Dental
P.O. Box 1557
Providence, RI 02901-1557**