



Agenda Item Summary Sheet

Item No: **E-5**
Meeting Date: **September 2, 2020**

Item Title: Consideration of approval of a Health Reimbursement Arrangement Plan Maintenance Agreement and a Business Associate Agreement effective September 1, 2020 for the Town Manager

Item Summary:

Formal approval is being requested of the Board on September 2nd to establish a Health Reimbursement Account to cover Medicare Supplement expenses for the Interim Town Manager and his spouse. The attached documents are a Health Reimbursement Arrangement Plan Maintenance Agreement and a Business Associate Agreement - both to become effective September 1, 2020.

Number of Attachments: 2

Specific Action Requested:

Request Board approval of attached documents.

Submitted By: Amy Miller, Finance Officer

Date: August 26, 2020

Finance Officer Comment:

No unbudgeted fiscal impact.

Signature: Amy Miller

Date: August 26, 2020

Town Attorney Comment:

Attorney Leidy has reviewed the agreements.

Signature: John Leidy

Date: August 26, 2020

Town Manager Comment and/or Recommendation:

N/A

Signature: Greg Sparks

Date: August 26, 2020