



Town of Upper Marlboro

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MEMORANDUM

To: Board of Town Commissioners
From: Kyle Snyder, Town Administrator & Chris Lawson Town HR Firm
Date: Friday, August 5th, 2022
Re: Human Resources Items

Commissioners,

Below are some talking points that Mr. Chris Lawson will be presenting and discussing with the Board:

Life Insurance:

The Town's Life Insurance policy with Reliance is set to expire. Currently the Town has a fully-Town-funded policy with a standard \$10,000 pay out. Insuraty recommending we use a more local firm that they work with. There has also been discussion of having a higher payout in the event of a job-related death of a Town employee, and also the option of employees "piggybacking" and supplementing their own coverage their as well.

Additional Retirement

Currently, the Town is apart of the Maryland State Retirement pension program. While this works fine for most employees, we do have Town employees who are retired from the State and collect Maryland State Retirement already. Because of this, they are not eligible for the Town's retirement plan and are losing out on this benefit from the Town. To correct this, Staff has been working with Insuraty to look into a supplemental Town retirement policy that would act as the primary retirement for employees not eligible for the State Retirement, but also allow other employees to set up additional retirement plans to supplement State Retirement. State Retirement is a standard contribution based on salary, and employees cannot control how much they contribute.