



Human Resources 2017 Annual Report



The Human Resources Department experienced another very busy and successful year in 2017.

In 2017, the year was focused on implementing a variety of changes in the group insurance program. The new Benistar program was introduced for Medicare-eligible retirees and spouses. The group insurance plan also experienced significant new enrollment in the high deductible health plan as a result of a sizeable employer contribution into the employee's health savings account to promote participation in the HDHP.

In regard to safety and wellness, the HR Department was active in introducing Interactive Health as the Town's new wellness vendor, resulting in 100% participation in wellness screenings. Safety National was also introduced as a new training resource for online safety training.

In 2017, the Human Resources staff has continued to support the entire organization in a variety of ways each and every day, striving to successfully achieve the Department goals: to serve as advocates for employees and retirees, to provide a positive, healthy work environment and to assist all departments in recruiting and retaining successful employees.

As in recent years, significant attention was dedicated to recruitment. The Town continues to be a preferred employer, regularly receiving hundreds of applications for many posted positions. We are very proud of our employee group and know that our reputation for excellence in customer service and professionalism in our employees plays a key factor in our recruitment efforts.

Personnel Status	
2017	373 Regular Full Time Employees
2016	378 Regular Full Time Employees
2015	372 Regular Full Time Employees
2014	369 Regular Full Time Employees
2013	366 Regular Full Time Employees

New Hires (regular full/part-time employees only)				
Year	Sworn Police	Sworn Fire	Regular Classified	Total
2017	4	4	16	23
2016	5	3	28	36
2015	6	2	29	37
2014	8	5	14	27
2013	3	0	17	20

Health / Dental Enrollment	
Description	2017
Employees in Group Health Insurance Program	375
Employees in Group Dental Insurance Program	378
Retirees in Group Health Insurance Program	124
Total Covered Lives in Group Health Program	950
Total Covered Lives in Group Dental Program	885



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Regular Positions Filled in 2017	
Assistant Distribution Supervisor	Maintenance Specialist I (Public Works)
Assistant Fire Chief	Office Associate (IT)
Assistant Golf Course Manager	Office Associate (PW)
Communication & Marketing Specialist (2)	Office Associate (Water)
Custodian (4)	Plant Operator
Deputy Clerk	Police Officers (4)
Electrical Inspector	Theater Manager
Equipment/Plant Operator	Town Clerk
Firefighters (4)	Utility Worker (3)
Irrigation/Spray Technician	Waste Carrier

	Sworn Police	Sworn Fire	Regular Classified
2017 Employment Applications Received	249	0	653
2016 Employment Applications Received	291	75	1162
2015 Employment Applications Received	300	0	1281
2014 Employment Applications Received	329	111	781
2013 Employment Applications Received	148	0	571
2017 # of Recruitment Processes	1	0	15
2016 # of Recruitment Processes	1	1	18
2015 # of Recruitment Processes	1	0	26
2014 # of Recruitment Processes	1	1	15
2013 # of Recruitment Processes	1	0	13