

TOWN OF NEWINGTON
STANDING INSURANCE COMMITTEE

2022 APR 29 PM 2: 52

SPECIAL MEETING MINUTES

April 28, 2022


Town Clerk

- I. Call to Order – Committee Chairperson Tim Manke called the meeting to order at 7:06 PM.
- II. Roll Call – Members present: Sharon Braverman, Sam Sharma, Clarke Castelle, David Johnson, Jon Trister, and Tim Manke. Also present, Lou Jachimowicz, Board of Education Chief Finance and Operating Officer, and Jeff Baron, Director of Administrative Services.
- III. Public Participation – None.
- IV. Administrative Matters – The Town issued an RFP for Liability Insurance Agent of Record Services. Only one firm responded, USI Insurance Services. They are the incumbent. The years were incorrect in their proposal. Their fee remains unchanged, at \$17,500 per year for the next three years. They are being interviewed this evening. If the Committee is unhappy or uncomfortable with them, the Committee does not have to recommend them to the Town Council. Timing was discussed should the Committee not choose to recommend USI Insurance Services. It was determined that Mr. Baron would ask the prepared questions so that members of the Committee could focus on the responses. Mr. Baron and Mr. Jachimowicz were asked if they were happy with USI Insurance Services, and they responded that they were.
- V. Agent of Record Interview – USI Insurance Services was interviewed. They were represented by Jason Guerrero and his father, William Guerrero. They were asked to verify that their fee would remain the same for three years (they said that it will) and to describe what services they provide to the Town as the Agent of Record. They responded to seven prepared questions: Please describe your experience, both currently and in the past, with retrospective rating programs; other than CIRMA, what other markets would you consider when shopping Newington's coverage; what is your opinion of the current state of the municipal insurance market in Connecticut; please summarize the risk management and safety services that you will provide to the Town and the Board of Education; what changes in coverage limits have you experienced with other governmental entities that might be appropriate for Newington; do you see any gaps in Newington's coverage and limits, especially given the change in environment with respect to exposure from perils such as active shooters, Covid-19, etc.; and is there anything else the Committee should know about you or your firm. They spoke about the retrospective rating program for workers compensation, how certain carriers are interested in Connecticut but shy away from schools or police departments, how the Town's school bus fleet determines the amount of the umbrella

coverage, how CIRMA is a risk pool rather than an insurance company, that CIRMA's dividend is generally about 5% of premiums, how this is one of the hardest insurance market since September 11, 2001, cyber liability coverage, unmanned aircraft (drone) coverage, active assailant coverage, fiduciary coverage, and the communicable disease exclusion. The Committee members also asked about potential legislation USI might be aware of (response: possible expansion of PTSD to all Town employees, legislation involving Covid cases), the website location for copies of CIRMA's annual report, a history of premiums, and the last couple of retrospective rating adjustments. After the interview concluded, both Mr. Guerreras left. The Committee members stated that they were impressed with USI's presentation. Mr. Trister then moved that the Standing Insurance Committee recommends to the Newington Town Council that it retain the firm of USI Insurance Services of Meriden as the Town's Agent of Record for the period from July 1, 2022 through June 25, 2025 for the fee of \$17,500 per year based on their proposal in response to RFP No. 4, 2021-22. The motion received a second from Ms. Braverman. There was no further discussion. The motion passed unanimously by a vote of 6 YES to 0 NO.

- VI. Any Other Business Pertinent to the Committee – Mr. Baron stated that the Committee will need to meet again to recommend insurance coverage for 2022-23 to the Town Council. Information to complete the CIRMA application was received earlier in the day. He will also ask USI to consider presenting to the Committee a proposal for four of the coverages discussed above (cyber liability, unmanned aircraft, fiduciary, and active assailant).
- VII. Public Participation – None.
- VIII. Comments by Members – None.
- IX. Adjournment – the meeting adjourned at 8:25 PM.

Respectfully submitted,

Jeff Baron

Jeff Baron
Director of Administrative Services