

Frequently Asked Questions

1. Am I eligible for benefits?

You are eligible for most benefits if you are a permanent or temporary employee working twenty (20) hours or more per week on a regular basis, a firefighter, EMT or ambulance driver or an elected official receiving a stipend.

2. When can I enroll in benefits?

We can enroll for benefits within thirty (30) days from your date of hire, thirty (30) days from a qualifying event or during open enrollment.

3. What is a qualifying event for a covered employee?

A qualifying event is voluntary or involuntary termination of employment for any reason other than “gross misconduct” or reduction in the number of hours of employment.

4. What is a qualifying event for a spouse?

A qualifying event is voluntary or involuntary termination of the covered employee’s employment for any reason other than “gross misconduct”, reduction in the hours worked by the covered employee, covered employee becoming entitled to Medicare, divorce or legal separation of the covered employee or death of the covered employee.

5. What is a qualifying event for a dependent child?

A qualifying event for a dependent child is the same as for the spouse with one addition of loss of “dependent child” status under the plan’s rules.

6. What documentation is required to enroll in benefits?

If you are enrolling in a family plan for health and/or dental insurance, you must provide the following documentation:

Marriage Certificate

Divorce Decree if you are covering an ex-spouse

Birth Certificate for all dependents

IRS Form 1040 or 1040EZ (top section showing filing status and dependents)

7. Where to do go to enroll in benefits?

You may enroll for benefits at the Treasurer/Collector's office at Town Hall, 703 Washington Street, Holliston, during normal business hours.

8. If I don't understand my benefits where do I go or who do I call?

If you any questions pertaining to your benefits or your deductions on your paycheck, please contact the Treasurer/Collector's office at 508-429-0602 or visit us at Town Hall.