



## 2009 Benefits Highlights

Benefit	Description
<p><b><u>MEDICAL Plans Offered</u></b></p> <p><b>HMO Plan</b>  <b>PPO Plan</b>  <b>POS Plan</b>  <b>High Deductible Health Plan w/Health Savings Account</b></p>	<ul style="list-style-type: none"> <li>▪ Regular employees working 30 hours per week can be covered</li> <li>▪ Sewall contributes 80% of premium for employee coverage and 20% of premium for any family coverage chosen.</li> <li>▪ Employees are eligible first of the month following hire date</li> <li>▪ Employee premiums are made on a pre-tax basis through a Section 125 plan - reducing employee tax liability.</li> <li>▪ Employees have the option to "opt out" of health insurance and receive the premium payments as weekly income provided they provide proof of other insurance coverage.</li> </ul>
<p><b><u>Dental Plan Offered</u></b></p>	<ul style="list-style-type: none"> <li>▪ Regular employees working 30 hours per week can be covered</li> <li>▪ Sewall contributes 80% of premium for employee coverage and 20% of premium for any family coverage chosen.</li> <li>▪ Employees are eligible first of the month following hire date</li> <li>▪ Employee premiums are made on a pre-tax basis through a Section 125 plan, reducing employee tax liability.</li> <li>▪ Preventative services are payable at 100%, basic services at 80% and major services at 50%. Orthodontia is also provided at 50% to a lifetime maximum benefit of \$1,250</li> </ul>
<p><b>Company Paid Life Insurance</b></p>	<ul style="list-style-type: none"> <li>▪ 1x salary to a maximum of \$200,000</li> </ul>
<p><b>Supplemental Life Insurance</b></p>	<p>Employee = The lesser of 5x salary or \$300,000 Max          Spouse = up to 50% of Employee amount w/\$50,000 Max          Rates based on age.</p>
<p><b>Dependent Life Insurance</b></p>	<p>Spouse is insured for \$5,000          Children age 6 months – 19 (23 if FTS) insured for \$2,500          Employee paid - \$1.43 per month</p>
<p><b>Short-term Disability</b></p>	<p>Provides continuing income for 90 days if disabled due to a non-work related sickness or accident:</p> <ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> week (7 day elimination period) uses PTO</li> <li>▪ Weeks 2-12 are paid at 60% of salary</li> <li>▪ Maximum benefit \$1,000/wk</li> <li>▪ Premium paid pre-tax – Benefit is non-taxable</li> </ul> <p>Employee paid based on salary.</p>
<p><b>Long-term Disability Policy</b></p>	<p>Benefit is 60% of an employee's base salary to a maximum of \$5,000 per month with a 90 day elimination period.          Employee paid based on salary.</p>
<p><b>Employee Assistance Program</b></p>	<p>Outside resource for all employees covering Personal, Child &amp; Adult Care, Legal and Financial Issues:</p> <ul style="list-style-type: none"> <li>▪ 4 Face to Face visits – Free of Charge</li> <li>▪ Unlimited Phone and Internet Access</li> <li>▪ 100% Confidentiality</li> </ul> <p>Fully Company Paid</p>
<p><b>Medical Reimbursement Account</b></p>	<p>Employee can set aside money on a pre-tax dollar basis to cover medical expenses that the insurance does not cover, such as eyeglasses,</p>

	contacts, deductibles, and co-insurance amounts. Debit card available. Coverage is effective the first of the month following date of hire.
<b>Dependent Care Reimbursement Account</b>	Employee can set aside money on a pre-tax dollar basis to cover qualified dependent care expenses. Coverage is effective first of the month following date of hire.
<b>Profit Sharing Plan</b>	All employees qualify for the profit-sharing plan, provided they meet criteria outlined in the Discretionary PS plan. Benefits paid during the first year of an employees service are prorated based on hire date and part-time or full-time work status.
<b>Retirement – 401K Profit Sharing Plan</b>	<ul style="list-style-type: none"> <li>▪ If aged 18 or older, employees may contribute to the retirement plan the first of any given month.</li> <li>▪ Company will match 50% of employee contribution up to 6% of base pay after one year of service.</li> <li>▪ Full vesting occurs after three years of service.</li> <li>▪ All employees may begin participate on the first of the month following date of hire.</li> </ul>
<b>Paid Time Off (PTO)</b>	<ul style="list-style-type: none"> <li>• PTO hours are accrued weekly from first day of service and may be taken as they are available. Credit for prior experience of 5 years or more may be considered for additional PTO hours. The PTO accrual schedule is: <ul style="list-style-type: none"> <li>1-4 years: 3 weeks per year</li> <li>5-14 years: 4 weeks per year</li> <li>15+ years (plus 2 years of Sewall service): 5 weeks per year</li> </ul> </li> <li>• An employee may carry up to 240 hours of PTO from year to year.</li> <li>• Employees have the option each December to cash in up to 40 hours of accrued PTO.</li> </ul>
<b>Paid Holidays</b>	<p>Eight paid holidays per year are as follow:</p> <ul style="list-style-type: none"> <li>- New Year’s Day</li> <li>- Independence Day</li> <li>- Christmas (2 days)</li> <li>- Memorial Day</li> <li>- Labor Day</li> <li>- Thanksgiving + Day after</li> </ul>
<b>ESP Auto and Homeowners Insurance</b>	Private auto and homeowners insurance is available through payroll deduction. Premiums are based on individual’s record, but calculated using group rate. New Employees are eligible to participate in this program the first of the month following date of hire.
<b>Educational Assistance</b>	<p>Sewall Company will pay for courses and materials related to the courses as approved by Vice President and Human Resources. Specialized training is provided at the Supervisor’s request.</p> <p>This benefit is offered to all full-time regular employees having completed one year of employment.</p>
<b>Fitness Reimbursement</b>	Sewall Company will reimburse 50% of memberships (based on Old Town YMCA membership fees) including family membership. Available to employees after completion of six months of service.
<b>Direct Deposit for Payroll</b>	Employees are paid through direct deposit and can have automatic payroll deposits up to six accounts at various financial institutions.