

Town of Duxbury, Massachusetts

OFFICE OF HUMAN RESOURCES



TO: All Benefit Eligible Employees
FROM: Jeannie Horne, Town Human Resources Director
Tony Keady, School Human Resources Director
DATE: November 3, 2023
RE: Health Care and Dependent Care Flexible Spending Account (FSA) Annual Enrollment and Annual Employee Notices

We are pleased to provide the following information:

1. Health Care and Dependent Care Flexible Spending Accounts (FSA) Annual Enrollment November 1 – 30:

[Click here](#) for plan details, eligible expenses and enrollment forms. Current participants must re-enroll every plan year as it is not automatic. Once enrolled, payroll deductions are taken in December, for benefits effective January 1.

As always CPA has staff dedicated to assisting contacts & employees with all questions from balances to logging into flex account. Office staff is available by phone (781-848-9848) or email (info@cpa125.com) Monday through Friday, 8:00 AM – 4:30 PM.

Health Care FSA - Set aside up to \$3,050 on a pre-tax, calendar year basis for out-of-pocket health care expenses for you and/or your dependents, and roll over up to \$610 after the prior plan year's 90-day run-out deadline, as long as you re-enroll. Eligible expenses include:

- Office and prescription drug copays
- Health and dental deductibles
- Orthodontia and other dental expenses
- Contacts, glasses and laser eye surgery
- Chiropractic care and acupuncture
- A variety of over-the-counter products

Dependent Care FSA - Set aside up to \$5,000 on a pre-tax, calendar year basis for out-of-pocket dependent care expenses for eligible dependents (children under 13 or elderly parents). Eligible expenses include:

- Day care
- Before and after school care
- Summer day camp
- Elder care

2. Annual Employee Notices; [Click here](#) to read this important information.

If you have any other questions, please feel free to contact anyone listed below:

Phylis Hughes, Benefits Specialist at 781/934-1100, ext. 5412 or hughes@duxbury-ma.gov
Kim DeGrace, Town Assistant Human Resources Director at 781/934-1100, ext. 5411 or kdegrace@duxbury-ma.gov
Jeannie Horne, Town Human Resources Director at 781/934-1100, ext. 5410 or horne@duxbury-ma.gov
Tony Keady, School Human Resources Director at 781/934-7600, ext. 2904 or akeady@duxbury.k12.ma.us