



TOWN OF NANTUCKET HUMAN RESOURCES

NEW HIRES:

Human Resources would like to take a moment to welcome our most recent hires to the Town of Nantucket.

During the month of March: **Brian Lenane** joined the **Nantucket Community School** as **Adult Education Coordinator**, **Melissa Perry** joined the **Finance Dept.** as **Accounting Clerk**, and **Donald Whittaker** joined the **DPW** as a **Laborer**.

WELCOME ABOARD!

QUICK LINKS:

[TOWN MANAGER NEWSLETTER](#)
[HR NEWSLETTER](#)
[EMPLOYEE ASSISTANT PROGRAM](#)
[FY 2020 PAYROLL CALENDAR](#)



DIRECT DEPOSIT UPDATE



DIRECT DEPOSITS:

****IMPORTANT - PLEASE READ****

Recently the Town of Nantucket, along with other town entities, have encountered fraudulent requests to update direct deposits for employees.

GOING FORWARD - Human Resources will require any direct deposit updates to be in paper form and delivered directly to Human Resources. Any electronic request's received for direct deposit will be denied to ensure we are not process a fraudulent request.

We thank you for your understand and cooperation while we monitor this situation. Our top priority is to keep your personal and banking information safe and secure.

We have attached the direct deposit form for you convenience.

DIRECT DEPOSIT FORM

***** Please note, any employee affected by this scam have already been notified and the proper precautions have been taken*******

April Webinar

As mentioned last month's newsletter, **E4Health** offers monthly webinars to all employee's in areas that may be of interest to you or your family.

This month's webinar is **Emotional Intelligence for life**. This webinar will be held on **04-24-19 at 12 pm to 1 pm and 3 pm to 4 pm**.

We hope you will take advantage of these webinars and all services offered by **E4health**.

Please use the link below to access

e4 Health Webinar



FUN FACTS: National Days for the month of April.

During the month of April there are several "National Days" that we thought would be fun to share with you;

April 1st is: **April Fools Day**

April 15th is: **Tax Day**

April 22nd is: **Earth Day**

April 26th is: **Arbor Day**

Thank you!!!

We would like to thank everyone who completed the online health assessment for *ahealthyme*. We look forward to announcing our winners of the five (5) available gift certificates in our next news letter! Good Luck to all who completed the assessment.

Remember: you can always stay connected with your mobile app. Please use the link below to access and sign-up.



Everything to live
a healthier life.



Annual Benefits Fair

We will be holding our Annual Benefits Fair:

Date: Wednesday, May 8, 2019

Time: 12pm to 5pm

Location: 4 Fairgrounds Rd, Training Room

Please contact Michelle in Human Resources if you have any questions. Please use the links below to reach Michelle or print any needed forms to make changes.

Michelle HR

INSURANCE FORMS

*******As part of our partnership with ahearthyme, we have set up a Tension Breaker Massage Session to be offered to all staff at the benefits fair. Each session is 10 minutes long and on a first come first serve bases. The sessions will run from 1pm to 4pm. We hope you join us and take advantage of the Tension Breaker Massage. Please see the attached flyer.**

Tension Breaker Massage

ACK JOB FAIR

We would like to invite you to join us at the ACK JOB FAIR. The Town of Nantucket along with other local employers will be on hand to speak with students and local residents.

Know someone looking for a change? Does your student need a summer position? Come and join us on:

Tuesday, April 2nd, 2019 at 2:30 pm

For more information please see the attached Flyer:

ACK Job Fair Flyer



JOIN US FOR THE APRIL 2019

ACK JOB FAIR

Connect with local students!

APRIL 2, 2019 | 2:00 PM- 3:30 PM
GENERAL PUBLIC ADMISSION 2:30
OPEN FOR BUSINESS SETUP AT 1:30 PM

HIGH SCHOOL & MIDDLE SCHOOL CAFETERIAS
JOB BULLETIN BOARD ALSO AVAILABLE

Space is limited, so register early! Register by emailing jschulte@nantucket-ma.gov by March 26, 2019 with your name, business name, and contact information.

Make sure you have information available for students including job description, tasks performed, hours available & required, location, how many jobs are available, and job applications with your logo and contact information clearly presented.



Massachusetts Teachers Retirement System

Do you have questions about your retirement Plan? Are you planning on retiring?

Massachusetts Teachers Retirement System will be on island, **Monday, May 20, 2019 at 3:00pm** location TBD. (will be within the NPS)

Representatives will have a presentation for all members at 3pm, and are working on being available prior to the presentation for individual visits.

Please contact Alice Crowley for additional information and to see if you can set up an individual meeting. You may use the link below to email Alice.

[Alice Crowley](#)

OPEN ENROLLMENT

With our Benefits Fair coming up, HR would like to remind you that any current employees who are eligible for benefits or currently have benefits wishing to make changes or enroll, you must have your paperwork into Michelle during the dates listed below:

WEDNESDAY MAY 1, 2019 TO FRIDAY MAY 31, 2019

You can access the change forms needed on the Town website or in Human Resources. You can always email Michelle directly to request these forms.

Please use the link below to access the forms on our website:

[Open Enrollment Forms](#)



Changes made during open enrollment will become **effective July 1, 2019**. All changes or enrollments may be delivered in person, mailed or emailed to Michelle in Human Resources.

Mailing Address:

Human Resources
Attn: Michelle
16 Broad Street
Nantucket, MA 02554

Email: [Michelle](#)