

Welcome

*Welcome to
Maine Public Employees
Retirement System*

*A Guide for
New Members*



July 2018



mainepers.org

Welcome!

Whether you are beginning your career in public service, or are returning having worked previously for an employer covered under the retirement system, we welcome your membership and look forward to serving your benefit needs.

Maine Public Employees Retirement System (MainePERS) administers the following benefits to eligible employees:

- Retirement Plans
- Group Life Insurance
- Disability Retirement

This brochure gives an overview of your retirement, group life insurance, and disability retirement programs. For more detailed information about the benefit provisions described in this brochure, please refer to your plan specific booklets, available online at www.mainePers.org (See Publications). You may also contact MainePERS directly.

Who We Are

Since 1942, Maine Public Employees Retirement System (MainePERS) has helped public employees prepare for retirement. The System's contributing members include teachers, state, county, and municipal employees, legislators, judges, and those who work for other public entities. In addition to our active members, public sector retirees and their beneficiaries receive monthly benefits from the System. We also offer a group life insurance program to participants statewide.

The System's Board of Trustees is responsible for the operation of the System. The eight member board includes members, retirees, and other experts in retirement, investment, and finance. The Board contracts with national actuarial and investment experts who assist the Board to manage the System's financial assets.

Contact MainePERS

Please provide your full name on all communication.

Phone

Local: 207-512-3100

Toll-Free: 1-800-451-9800

TTY: 207-512-3102

Fax: 207-512-3101

Location (Driving directions available on our website.)

96 Sewall Street

Augusta, Maine

Website

www.maineopers.org

Mailing Address

P.O. Box 349

Augusta, ME 04332-0349

When sending confidential or sensitive information,
we recommend using our secure portal at:

<https://web1.zixmail.net/s/login?b=mainepers>



Address your e-mail to:

Retirement.Services@mainepers.org

Survivor.Services@mainepers.org

Disability@mainepers.org

DCAdmin@mainepers.org

For information about:

Retirement plans and
benefits, contributions
or service credit totals
and purchasing service
credit.

Life insurance, death
benefits, pre-retirement
death or life insurance
beneficiary designation.

Disability retirement

MaineSTART Defined
Contribution Program

Highlights of Your MainePERS Benefits

Retirement



Defined Benefit Plan

A Defined Benefit (DB) pension plan guarantees you an income after you retire, based on your years of service, level of compensation, and your age at retirement. As a member, you contribute a percentage of your earnings to MainePERS, and these contributions earn interest at a rate set by the MainePERS Board of Trustees. The amount you contribute depends on your membership plan.

Key Advantages of Your Defined Benefit Plan

- Your age, three highest years of salary, length of service, and accrual rate (for example, 2% for each year of service) determine your benefit. Your benefit isn't affected by the ups and downs of investment returns.
- When you retire you may choose one of many options offering a lifetime benefit.
- Early Vesting - You are vested after earning only five years of service credit. Being vested means that you are eligible to draw a lifetime monthly benefit upon retirement at the normal retirement age under your plan. Being vested protects your pension coverage even if you decide to leave your MainePERS-covered position, so long as you do not withdraw your contributions.
- Death Benefits - As a member, benefits are available to your survivors if you die before retirement.
- Sound Investment Policies - The System's assets are managed, under the direction of the Board of Trustees, by investment professionals experienced in advising large financial institutions.



Recognizing that sound financial planning includes additional retirement savings, we offer Participating Local District and Teacher* members both a defined contribution and deferred compensation plan. These plans offer members a way to supplement their income during retirement by making tax-deferred contributions into appropriately diversified mutual funds. The contributions and earnings in these plans determine the benefit available at retirement.

When saving for retirement, the most important success factors are how much you save, and how early you start saving. The MaineSTART defined contribution program takes the guesswork out of investing.

*Requires PLD employer participation in MainePERS.

*The Advantages of Pre-Tax Savings –
Getting Uncle Sam on Your Side!*

	Taxable Savings Account	Maine START Retirement Plan Account
Annual Income	\$40,000	\$40,000
Plan Contribution (pre-tax savings)	\$0	\$4,000
Federal Income Tax	\$6,810	\$5,810
Maine Income Tax	\$2,167	\$1,835
Other Deductions (Social Security Medicare)	\$3,061	\$3,061
After-tax Investment	\$4,000	\$0
Take-home Pay	\$23,962	\$25,294



FOR MORE INFO
For additional information on the MaineSTART program, visit www.mainestart.org or contact MainePERS at 207-512-3176; toll-free 1-800-451-9800.

Group Life Insurance

The MainePERS Group Life Insurance program is available to all State and Teacher members, and to eligible PLD employees whose employers participate in the program.

Enrollment and Premium Payment

You enroll by completing the Group Life Insurance Application. If you are paying the premium, your employer will withhold it from your pay and forward to MainePERS. If you apply for group life coverage within the first 31 days of becoming eligible, you may select coverage for yourself and your dependents without having to show evidence of insurability.

Coverage Levels

You may choose basic and supplemental coverage on yourself, and dependent coverage for your eligible dependents. Basic coverage is equal to your annual gross compensation rounded up to the next one thousand dollars. Supplemental coverage is available at one, two or three times your basic coverage. Basic and supplemental coverage also includes Accidental Death and Dismemberment coverage. Dependent coverage allows you to choose up to \$10,000 of coverage on your spouse and up to \$5,000 on each child depending on their age and marital status.

Beneficiary(ies)

You may change your life insurance beneficiary as often as you wish by filing a written request with MainePERS. Designation of Beneficiary forms are available from your payroll personnel, the Forms section of our website, or by calling MainePERS. In order for a change of beneficiary form to be valid, it must be received at MainePERS, or postmarked, prior to your date of death.

FOR MORE INFO

For additional information on the Group Life Insurance program, visit www.mainebers.org (See *Benefits and FAQ sections*). Inquiries may be directed to MainePERS Survivor Services Unit (207) 512-3100, toll-free 1-800-451-9800 or TTY at (207) 512-3102.



Disability Retirement

The disability benefit MainePERS administers is a form of retirement. In general terms, it exists to address situations where a member's medical and employment records show they are unable to perform the duties of their job and it is more likely than not that inability is expected to be permanent. As a form of retirement, it is a unique benefit that has different requirements than other government run disability programs, like what may be available through Social Security or to veterans through the V.A. It is also different than private insurance that may be purchased to provide some income during a short-term or long-term illness that prevents someone from working.

Who is Eligible

If you are a MainePERS member, disability retirement is one of your employment benefits. Members are public sector employees, who make contributions to MainePERS through their employment, including: State of Maine employees, public school teachers and administrators, and many local government employees, known as Participating Local Districts (PLD). Note that some PLD employees have optional membership or may be in employment positions that are not eligible for membership.

When to Apply

If you reach the point where it is impossible to perform the duties of your job due to a diagnosed disease and your medical providers expect the situation to be permanent, the timing may be right to consider applying for disability retirement.

How to Apply

To pursue disability retirement, there are two steps: participating in an intake interview and then submitting certain forms. To begin the intake process, contact a MainePERS representative at 1-800-451-9800 or 512-3100 or download one from the Disability section of our website. *(Note: you may not have a service retirement application and a disability retirement application pending at the same time. You also can not apply for disability retirement after you have started receiving your service retirement benefit payments or have taken a refund of your contributions.)*

Learning More About Your Benefits

Member Booklets

These are available in the Publications section on our website --they provide a more detailed description of benefits available under your plan (State, Teacher, Participating Local District, Legislative or Judicial).

Newsletter

MainePERS publishes the “MainePERSpective” several times a year. This newsletter is a good source of information for members, employers and retirees.

New Employee Orientation

Many employers sponsor orientation for new employees and invite MainePERS to present information about the Retirement System. This is a good opportunity to learn more about the benefits and services of MainePERS membership.



MainePERS Web Site



www.maineopers.org

Our website is designed to provide members, retirees, participating employers, and other interested parties information about membership in the Retirement System and a general understanding of the functions of MainePERS. The site is particularly helpful for new members!

Navigating through the site you will find:

- [Publications](#)
- [Laws and Rules](#)
- [Downloadable Forms](#)
- [Frequently Asked Questions](#)
- [Newsletters](#)
- [Member Booklets](#)
- [Employer Updates](#)
- [Retirement Legislation](#)

Also included are a number of links to websites maintained by other entities that we think may be of interest for retirement planning purposes.

Note: There are a number of forms available on the site that can be easily downloaded and printed. Some forms are available as a fillable option, where members can complete online, print, and then mail to MainePERS (submission online is not available at this time).

Additional Information

Q & A

Q: How do I notify MainePERS when my address changes?

A: You may call or notify us in writing of a change in address. There is also a “Member/Benefit Recipient Data Update” form (MM-0002) available in the Forms section on our website for your completion and submission if desired.

Q: Can I find out how much money I have put into the Retirement System and/or how much creditable service time I have on record?

A: Yes. Call or write MainePERS to request this information and we will send you a statement showing how much money you have put into the Retirement System and how much service you have earned.

Additional Information (cont.)

Q & A

Q: Can I buy time toward my retirement and receive additional service credit?

A. You may be eligible to purchase additional service credit in the following categories:

Type of Service	Description	Maximum Purchase
Active Military	Active duty military service before you became a MainePERS member	4 years
Out-of-State	Service earned working for a state other than Maine	10 years
Non-Contributory MainePERS	Time that you worked in MainePERS-covered employment before you became a MainePERS member	No Limit
Refunded	MainePERS service time that you have previously refunded	No Limit
Private/Parochial Teaching	Time that you were a teacher in a parochial school or public or private academy	10 years
Teaching Prior Service	Time that you taught in Maine's public schools before July 1, 1947, the date that MainePERS began to cover Maine's public school teachers	No Limit
Federal Service	Time that you worked for the federal employment service before it	No Limit
Head Start	Time that you worked in one of Maine's Head Start programs	2 Years
CETA	Employment under the U.S. Comprehensive Employment and Training Act	No Limit
VISTA	Time that you were a member of Volunteers in Service to America	2 Years
Fulbright Exchange	Time that you were a member of the Fulbright Exchange Program	2 Years
Peace Corps	Time that you were a member of the Peace Corps	2 Years
Foreign Teaching	Time during which you taught children of United States Foreign Service Corps personnel or United States armed forces personnel	2 Years
Teacher's Aide	Time that you were employed as a teacher's aid or Education Technician 1 in Maine's public schools prior to becoming a "teacher"	No Limit
Maine Educational Leave Act	State employees only Time that you were on an unpaid or partially paid educational leave under the Maine Educational Leave Act	No Limit

Note: There are specific eligibility and verification requirements to make these purchases. Contact MainePERS' Retirement Services Unit for more information.

MainePERS and Social Security



If you are eligible to receive Social Security retirement benefits either because you worked in a Social Security covered job or because your deceased spouse did, the amount of your Social Security benefit may be affected if you receive a MainePERS benefit.

The Social Security provisions that could affect you are the windfall elimination provision (Social Security benefits from your own work) and the government pension offset (Social Security benefits as a spouse or widow(er)).

For information about how receiving a MainePERS benefit could affect your Social Security benefits, contact SSA directly at www.ssa.gov. You can locate the SSA office nearest you via their website at www.ssa.gov/locator. Though we recommend that you work with a Claims Representative from your local SSA office, you can contact SSA via their national toll-free number at 1-800-772-1213.

Health & Dental Insurance

MainePERS does not handle any health or dental insurance programs. You can direct your questions on these topics to the administrators of the various programs under which members are covered. The most common of these are listed below for your convenience.

Health Insurance:

State Employees: Employee Health & Benefits

Phone: 624-7380 or 1-800-422-4503 • Website: www.maine.gov/deh

Teacher Members covered through Maine School Management Assoc.:

Phone: 622-3473 or 1-800-660-8484 • Website: www.msmaweb.com

Teacher Members with Anthem/Blue Cross:

Phone: 1-888-399-8706 • Website: www.anthem.com

Teacher Members without Anthem/Blue Cross, whether or not under MSMA, should request assistance from their school administrative unit employer.

PLD employees: Check with your personnel office.

Dental insurance:

State Employees: Northeast Delta Dental

Phone: 1-800-832-5700 • Website: www.nedelta.com

PLD employees only: Maine Municipal Association

Phone: 1-800-452-8786 • Website: www.memun.org

Maine School Management Association

Phone: 622-3473 or 1-800-660-8484 • Website: www.msmaweb.com

Blue Cross/Blue Shield

Phone: 1-800-322-9808 • Website: www.bcbs.com

Contact information listed was current as of 7/2018.

FOR MORE INFO



Visit the FAQ section at www.maineopers.org for a comprehensive list of Q&As. We are also available to answer your questions during business hours (8:00 a.m. - 5:00 p.m.) at 512-3100 or toll free 1-800-451-9800.



P.O. Box 349
Augusta, ME 04332-0349
Telephone: (207) 512-3100
Toll-free: 1-800-451-9800
Fax: (207) 512-3101
TTY: (207) 512-3102

www.mainebers.org