



To: Town Council
From: Jim Marino, Town Manager
Meeting Date: December 15, 2025
Subject: Property and Liability Insurance Administration Services

Summary

The town has engaged Gallagher Bassett Services Inc. to administer property, liability, and workers' compensation claims. Gallagher Bassett provided a renewal contract to continue these services for the 2026 calendar year. A detailed list of the services they provide is shown in the attached contract.

Financial Impact

Funding Source: Self-Funded Liability Insurance Fund

Budgeted Amount: \$975,000

Cost: \$64,415.00

Recommended Council Action

By motion and roll call vote, approve the cost and terms of the contract with Gallagher Bassett Services, Inc. to provide insurance claims administration services for the 2026 calendar year in the amount of \$64,415.00.

Attachments:

1. Insurance Administration Services Contract