

## **Minutes of the East Montpelier Selectboard**

### **December 4, 2014 Special Joint Meeting with the Calais Selectboard**

**SB Attendance:** Chair Seth Gardner, Casey Northrup, Steve Sparrow, and Carl Etnier; Town Administrator Bruce Johnson

**Calais SB Attendance:** Chair Denise Wheeler, Scott Bassage, Toby Talbot, and Rose Pelchuck

**EMFD Board Attendance:** Chief Ty Rolland, Rick Barstow, Albert Petrella, Bill Amell, and Greg Pelchuck; EMFD Clerk Kim Ingraham

**Public Attendance:** Mike Garand, Road Foreman

Chair Gardner called the East Montpelier Selectboard meeting to order at 7:15 p.m.

Chief Rolland started the meeting with a brief overview of the potential use of a portion of the Templeton Road fire station by the Town of East Montpelier to house the town grader and excavator during the winter season. The EMFD board and membership have agreed to allow this use. EMFD and the town will need to develop a user agreement to cover building alterations, time & space needs, and utility cost sharing.

Chief Rolland introduced East Montpelier Road Foreman Mike Garand, who wanted to discuss his plans before the three boards in an effort to limit incorrect information. Mr. Garand expects to use the new (western) half of the building, accessing the bay from the back of the building. He would prefer to leave the front elevation alone and intends to match that look when he enlarges the back entrance. The purpose of this effort is to free up space in the town garage to allow normal maintenance activities while continuing to store the grader and excavator in a heated environment. He intends to make only necessary alterations to the fire station to allow the equipment to fit into the bay and wants to emphasize that this is best solution to protect expensive machinery while minimizing the cost to taxpayers.

### **Presentation of the Proposed FY2016 Ambulance & Emergency Services Budget by the East Montpelier Fire Department**

After thanking Mr. Garand for the explanation, Chief Rolland began the budget presentation.

Chair Gardner asked why the audit and other budget documents were once again not provided to the towns by the December 1<sup>st</sup> deadline. Chief Rolland explained that there were delays with the audit, but it should be finalized shortly. The draft audit, which has been accepted by EMFD, is available (copies were then provided to Chair Wheeler and TA Johnson).

### **FY2016 Budget Narrative**

Chief Rolland handed out a narrative on the proposed budget and highlighted areas of greatest impact. Dispatch costs are rising, but the largest increase is in salary for staffing the ambulance service. There is currently a paid EMT at the station from 8 a.m. to midnight, but the ambulance requires a second EMT before service can be provided. As of now, the second EMT is generally a volunteer. It is becoming increasingly difficult to ensure that a volunteer is always available

during normal weekday work hours. EMFD would like the flexibility to have a second paid EMT for those days when a volunteer is not readily available.

### **Update on the Current Year (FY2015) Budget Status and Calendar Year Call Volume**

Chief Rolland and Ms. Ingraham gave a rundown on current expenses, standard revenues, and ambulance billing statistics. There were no areas of concern.

The 2014 calendar year call volume statistics show a decrease compared to 2013. With a month to go in 2014, the numbers project to an approximate 10-15% decrease across the board (both fire and ambulance categories).

### **Capital Plan**

Chief Rolland presented a 12-year capital plan for the EMFD. Income for the plan comes first from a percentage of the net proceeds of the ambulance service; any shortfall would likely lead to a request to town voters to approve an EMFD equipment purchase. FY2016 includes payments for loans on the new tanker, a rescue cutter implement, and SCBA (self-contained breathing apparatus) equipment. A potential shortfall exists in FY2018 when EMFD anticipates the replacement of its rescue pumper at an estimated cost of \$400,000.

### **Budget**

The proposed total FY2016 EMFD budget for fire and ambulance services is \$384,876, an increase of \$28,901 (8.1%) over the FY2015 budget of \$355,975. After subtracting the revenue from the ambulance service contract with Plainfield (a 3-year contract at \$45,350/year) and the continued use of \$15,000 from the EMFD contingency fund (like the EMFD capital reserve fund, this is funded from a percentage of the ambulance service net proceeds), the expected contribution from the two towns is as follows:

East Montpelier	\$216,350.66
Calais	\$108,175.34

This represents a 9.8% increase over FY2015 town contributions.

The boards will meet to discuss the EMFD budget request on December 8, 2013, 7:30 p.m. at the Calais Town Office (3120 Pekin Brook Road).

**Motion: To adjourn.** Made by Mr. Sparrow; second by Mr. Northrup. Passed unanimously. Meeting adjourned 9:05 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator

**Approved: December 15, 2014 Selectboard meeting**