

## **Minutes of the East Montpelier Selectboard's Joint Meeting with the Calais Selectboard and the East Montpelier Fire Department**

**December 13, 2012**

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

**Calais SB Attendance:** Chair Denise Wheeler, Scott Bassage, Toby Talbot, Mike Garand; Recording Secretary Rose Pelchuck

**EMFD Attendance:** Ty Rolland, Jim Carrien, Sandy Conti, Greg Pelchuck

**Public Attendance:** Jeff Blow

The meeting was opened by Chief Rolland at 7:00 pm.

### **EMFD Presentation of the FY12 Audit and FY14 Budgets**

Jim Carrien provided copies of the EMFD FY12 audit management letter with financial statements to both boards and provided copies of the full audit to both board chairs. EMFD is pleased with the audit results and very happy to be able to deliver the FY12 audit to the towns in a timely manner.

Ty Rolland passed out copies of the EMFD Capital Plan for the period FY13-FY25. Chief Rolland proudly stated that the ambulance revenues funneled through the EMFD Capital Reserve Fund allow EMFD to avoid coming to the voters for minor capital items like the recent SCBA purchase and even the new ambulance. The first anticipated capital request to the towns will be in 2018 or 2019 for \$250,000 towards a new rescue pumper. The ambulance revenue also supports the contingency fund that has allowed EMFD to successfully provide the towns with four years of level-funded operating budget requests. The contingency fund is capped at \$40,000. When it is used, a portion of the ambulance net revenue is directed to the fund until the \$40,000 level is regained. There is nothing in the Capital Plan for ESF building repairs as, at least in the near future, there is no expectation of significant repair costs. Potential mid-term expenses include repainting and A/C unit replacement, but major items like the roof have 20+ year expectancies.

Jim Carrien passed out copies of the FY14 EMFD ambulance service and fire department budgets. FY14 is the last year of level-funded operating budget requests to the towns so, to maintain appropriate budget levels, EMFD is expecting to use \$35,000 in contingency funds. The towns should expect the budget requests for FY15 to be significantly higher than the current level-funded requests.

Mr. Carrien described what he will provide to the towns for 2013 Town Meeting and the town reports: the normal EMFD report on the past year's activities; the audit management letter with balance sheets; the capital plan; and, the two service budgets.

Chief Rolland asked the board members how they expected the towns to handle the operating budget requests in the future. Specific issues included whether to start a new period of level-funded budgets or go with year-by-year requests and whether the EMFD budget requests will be

line items with the general Selectboard budgets or individual articles on the warning. These issues will be part of the discussion as the towns and EMFD work toward a new service agreement that will be in place by September 1, 2013. Chief Rolland also expressed concern about the sticker shock voters will feel when the FY15 budget requests are unveiled and wants the boards to work with EMFD to ensure that sufficient information is provided to the citizens so that they can effectively evaluate the requests.

Chief Rolland gave a brief update on various EMFD issues:

- The SCBA loan has been approved at 2.9%; the units will be delivered next week; local fire departments have been asking about the availability of the used SCBA units for purchase
- Rescue 4 (the new ambulance) should be ready by next week; it's expected to come in only \$150 over budget
- EMFD used unbudgeted hazardous materials income to purchase 15 pairs of leather boots (far superior for fire-fighting than other types); it hopes to outfit the entire department with the boots as money becomes available
- EMFD sold the old Rescue 4 body for \$1,800; the funds were used to support charitable activities at the local schools

Chief Rolland thanked the board members for coming and adjourned the meeting at 8:10 pm.

Respectfully submitted by Bruce Johnson, Town Administrator

**Approved: 12/17/12 East Montpelier Selectboard meeting**