

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

### **December 6, 2018 Special Joint Meeting with the Calais Selectboard**

**SB Attendance:** Chair Seth Gardner, Gene Troia, Carl Etnier, Kim Swasey, and Amy Willis; Town Administrator Bruce Johnson

**Calais SB Attendance:** Chair Denise Wheeler, Sharon Winn Fannon, Clif Emmons, Rose Pelchuck, and John Brabant

**EMFD Attendance:** Chief Ty Rolland, President Toby Talbot, Albert Petrella, Paul Guare, Jason Cote-Wong, and Sandy Conti; EMFD Clerk Judy Woodbeck

**Public Attendance:** None

Chair Gardner called the East Montpelier Selectboard meeting to order at 7:05 p.m.

### **Presentation of the Proposed FY2020 Ambulance & Emergency Services Budget by the East Montpelier Fire Department**

EMFD Chief Rolland welcomed the board members.

#### **Budget**

EMFD President Talbot gave the budget presentation. The proposed total FY2020 EMFD budget for fire and ambulance services is \$519,876, an increase of \$71,251 (15.9%) over the original FY2019 budget of \$448,625. Since the original budget was presented in December 2017 EMFD has added Marshfield as an ambulance service client on a one-year, FY2019 \$40,000 contract. Also, a \$10,831 fund balance from FY2018 was added to the FY2019 budget. Both items went to the ambulance staffing line, increasing that line to approximately \$230,000 and the overall FY2019 budget to \$499,456. Compared to the revised FY2019 budget, the proposed FY2020 figure is an increase of \$20,420 (4.1%). EMFD is working with Plainfield (which is on an expiring 3-year contract) and Marshfield on new contracts. After subtracting the revenue from the anticipated ambulance service contracts with Plainfield (\$50,546) and Marshfield (\$40,000) the expected contribution from the two towns is as follows:

East Montpelier	\$286,220.00
Calais	\$143,110.00

This represents a 7.5% increase over FY2019 town contributions. There were three major areas of increase: dispatch cost (up \$6,408); vehicle repairs (up \$5,000); and bookkeeping (up \$2,600). EMFD is continuing its effort to reduce dependence on volunteers for ambulance staffing. The intent is to have the flexibility to schedule at least one paid staffer throughout the week, including nights and weekends. Full per diem 2-per-shift staffing, which is not anticipated for at least 3 or 4 years, is expected to cost a minimum of \$284,000 and upwards of \$315,000 if the desired staffing of highly trained paramedics is achieved. Ambulance staffing for FY2020 is preliminarily budgeted at essentially a level-funded (to the revised FY2019 budget) \$230,000.

EMFD was not prepared to present an updated capital plan or capital reserve fund accounting. EMFD will continue to work on providing better information on the use of the ambulance service revenue, which is tied directly to the capital reserve fund. The boards agreed in 2017 to allow a certain amount of off-the-top use of the ambulance revenue for staffing. EMFD has not yet done that, so the boards still haven't seen how that would work or be accounted for. The expectation is that the capital plan will reflect anticipated revenue use, as there will be less income distributed to the capital reserve fund. [Up-front costs, such as medical equipment and drug costs and now including some staff expense, are subtracted from ambulance revenue, with the remainder split 75/25 to the capital reserve fund and contingency reserve fund, until the contingency reserve hits \$40,000, at which point all goes to the capital reserve.]

The boards will meet to discuss the EMFD budget request on December 10, 2018, 7:00 p.m. at the Calais Town Clerk's Office.

**Motion: To adjourn.** Made by Ms. Swasey; second by Mr. Troia. Passed unanimously.

Meeting adjourned at 8:58 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator

**Approved: December 17, 2018 East Montpelier Selectboard meeting**