

SELECTBOARD MEETING  
*Approved Minutes*

July 14, 2016

7:00pm EMFD Station 2

**JOINT MEETING OF THE CALAIS SELECTBOARD, EAST MONTPELIER SELECTBOARD and  
EMFD BOARD OF DIRECTORS**

**FY 2016 Financial Review and General Update**

**Attending:** Calais Selectboard Members: Scott Bassage, Rose Pelchuck and Toby Talbot (also EMFD President); East Montpelier Selectboard Members: Kim Swasey, Carl Etnier, Casey Northrup and Seth Gardner; EMFD Board Members: Ty Rolland, Chief, and Kim Ingraham, Treasurer; Bruce Johnson, East Montpelier Town Administrator and Elliott Morse, EMFD Founding Member.

Scott Bassage called the Calais Selectboard meeting to order at 7:08 pm. Ty Rolland welcomed everyone and began the meeting.

**Financial Review** – The financial summary for Fiscal Year 2016, which ended June 30, 2016, was provided by EMFD Treasurer, Kim Ingraham for both the fire and ambulance budgets along with Ty Rolland and Toby Talbot. Net ambulance revenue continues to be allocated with 25% to the Contingency Fund and 75% to the Capital Reserve Fund.

The fire side of the annual budget was under by \$10,761.06 and the ambulance side of the annual budget was over by \$28,657.06. EMFD Contingency Fund contribution of \$15,000.00 balanced the figures out revealing a 0.74% budget overage in the amount of \$2,896.02 for the year. The targeted projections came up short this year for the deposits into the Contingency Fund of \$16,238.19 (73% of target amount 22,300.00) and Capital Reserve Fund of \$63,137.36 (90% of target amount 70,000.00). EMFD did expend \$63,321.56 from the Capital Reserve Fund for the first tanker truck payment, SCBA loan payment and to purchase a cutter and coupling for the “Jaws of Life” tool. Some line item overages were explained. The wood chip boiler's storage silo was worked on this year. Dusty fines that had caused problems and collected on the sides had to be sucked out. A metal liner was installed in the silo so the wood pellets can flow smoothly. “It's much better than oil,” Toby Talbot remarked. Office computer line was over substantially due to upgrades not included in the original RB Technologies contract, which has now been changed. Medical supplies was high due to the types of calls, outdated drugs that have to be replaced and more medical interventions are being done in the field. “It is the hardest line item to chase,” Ty Rolland said. The number of ambulance calls using a paramedic intercept was up 30% this year (leading to higher costs). There has been an increase in the percentage of calls for people with Medicare and/or Medicaid from 68% in 2014 to 73% in 2016. Lower amounts are paid for these calls than traditional insurance companies or private individuals.

Kim Ingraham reported ambulance revenue collection rate for the fiscal year was 62% down from 72.5% last year. Scott Bassage inquired about getting revenue collection to 80-90%. Ty Rolland reported after the usual efforts are used to obtain ambulance revenue due, he has made phone calls to insurance companies to get payments.

**Ambulance Update** – Ty Rolland reported EMFD was recently granted a paramedic license to operate by EMS District 6. This license will allow a higher level of care in the field and provide the care more timely. Dr. Blum, the new medical director for the District, has instituted a 90-day pilot of a new Paramedic Intercept Plan whereby six conditions will automatically have a paramedic dispatched to the call. This began July 1<sup>st</sup>. There is a longer list of recommended types of calls to call for a medic. Ty Rolland explained more and more is being pushed out into the field, which requires a higher level of training and trained personnel. Ty is hoping to have some medics at EMFD soon. Ty noted the 911 dispatchers are certified. The Emergency Medical Responder class that EMFD is hosting has 17-18 students out of 22 that began the course.

**EMFD General Update** – reported by Ty Rolland, Chief:

- ⑩ SCBA Training for internal drills (no live fire) have been taking place at the old farmhouse on Route 2, which is owned by the Town of East Montpelier. The Department appreciates the use of the building.
- ⑩ New standardized Run Cards for Capital West Dispatch are now in use in the District 6 area.

**Call Log / Run Data** was reviewed for fire and ambulance calls for the calendar year 2016 through June 30th. Ty Rolland noted the numbers are comparable to last year's numbers.

**Dry Hydrant** - EMFD is still working on getting a dry hydrant installed as part of the Route 14 bridge project. Ty Rolland has been speaking to the State Engineer who is very interested in working with EMFD.

**Volunteer Sustainability Planning** – Ty Rolland reported EMFD has four Junior Firefighters. They are less than 18 years of age and have restricted tasks and constant supervision. One is from Orange, two from East Montpelier and one is from Calais. Ty is hoping they will stir interest in fire service among their peers.

**V-Tel Statewide Alerting System** – Ty Rolland gave an overview about First Net and E-911 and how they are looking to expand communications in EMS. Ty is not sure if the two systems are working together. New technology is allowing for cell phones and tablets to receive call data in hopes of decreasing radio transmissions. First Net can build new systems; they are trying to get a “blanket system”. There are many challenges that have yet to be resolved. Toby Talbot completed a survey for EMFD and Calais regarding “the last mile” telecommunications needs. Bruce Johnson mentioned the E-911 Board and mapping capability.

**Eat More Kale Fest** – EMFD was on stand-by for this family-oriented event, which Ty Rolland reported was successful.

**New Door Jamb Tool** – Toby Talbot showed the Selectboards this new tool that when used properly can limit damage to a door when gaining entry is necessary (in case of an emergency or welfare check). Ty Rolland reported it was a good investment of \$1,500.00.

**Solar Panel Training** – Ty Rolland and Toby Talbot reported they attended a two-hour training at RGS in Montpelier geared toward fire emergencies around solar panels. Roof panels are always live and pose a serious electrocution threat to firefighters. Fire suppression foam increases conductivity and toxic gases are released from melting solar panels; all serious hazards that have been identified and firefighters need to be trained about how to safely deal with them. Electric-powered cars were also discussed and the potential hazard they pose to first responders and firefighters.

**Town Community Day for East Montpelier** – will be held on September 10, 2016, including a barbecue at EMFD Station 2. Further details will be posted.

Scott Bassage made a motion to adjourn at 8:32 pm. The motion was seconded, voted on and carried 3-0.

Respectfully Submitted,

Rose Pelchuck  
Calais Selectboard Member