

SELECTBOARD MEETING

Approved Minutes

October 15, 2015

7:00pm EMFD Station 2

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

FY 2015 Financial Review and General Update

Attending: Calais Selectboard Members: Denise Wheeler, Scott Bassage, Toby Talbot and Rose Pelchuck; East Montpelier Selectboard Member: Carl Etnier; EMFD Board Members: Ty Rolland, Chief, Bill Amell, President, Albert Petrella, Kim Ingraham, Treasurer; and Bruce Johnson, East Montpelier Town Administrator.

Denise Wheeler called the Calais Selectboard meeting to order at 7:15 pm. This meeting was continued from the October 12, 2015 meeting. Ty Rolland welcomed everyone and began the meeting.

Financial Review – The financial summary for the first quarter of FY 2016 was provided by EMFD Treasurer, Kim Ingraham for both the fire and ambulance budgets. Net ambulance revenue continues to be allocated with 25% to the Contingency Fund and 75% to the Capital Reserve Fund. It was noted the first payment on the refurbished tanker truck was paid in the amount of \$40,610.52 from the Capital Reserve Fund.

Annual Audit FY 2015 – Ty Rolland reported the annual, independent audit is complete. Final review by the EMFD Board will happen within the next two weeks and a copy will be given to each town. The only recommendation from the auditor is changing from cash accounting to accrual, which they recommend every year.

Medicare and Medicaid Annual Renewals – EMFD has successfully completed the annual renewals to be authorized to receive Medicare and Medicaid payments.

Ambulance Update – Ty Rolland and Bill Amell showed the Board the new suction unit purchased recently. Advances in technology were evident as Ty showed us what the old model looked like. The State Ambulance Inspections were completed last week and EMFD passed inspection. The Ambulance License will be renewed. EMFD medical personnel will have additional training protocols to obtain and new equipment to learn about.

Schools / Youth – As was discussed at the last joint meeting in July, Ty Rolland reported District 6 and EMFD are trying to create a scholarship program to be given to students pursuing EMS education, perhaps going into the Spaulding Tech Program. The goal is to increase interest in EMS and firefighting for students to pursue higher education and also to stay in the local community. Incentives may be part of the program. EMFD continues working on a U-32 After School Program. Norwich University has it's own EMS program and has successfully recruited young people in Northfield that helps that community.

EMFD Coverage at U-32 Football Games – Ty Rolland informed the Board that EMFD Volunteers have covered the Friday night football games by having an ambulance on stand-by at no charge to the department. This is good community relations and can quickly provide aid in the event of an emergency. This is not a requirement on U-32's part; they are required to have Certified Trainers at their sporting events and they do. EMFD has met with U-32 Trainers and faculty to do sports injury joint training exercises. It was very helpful Ty Rolland reported, to work on transferring patient care from U-32 staff to EMFD staff.

Fire Prevention at Elementary Schools – October is Fire Prevention Month and EMFD plans to focus on prevention of burns as many school-age children are home alone after school.

EMFD General Update – reported by Ty Rolland, Chief these are still on the “To-Do List”

- Exterior Building Painting – the metal drip edge of the building is in need of repair; the cost can be covered by the remaining funds in the bond money per Bruce Johnson and Toby Talbot.

- **Undermined Generator Pad** – the concrete pad needs work due to high water in that area of the yard. Ty is recommending pumps be installed to drop the water level in the reserve underground tanks because they keep getting over full and set off alarms.
- **Station 1 Winter Storage Use for the East Montpelier Highway Department** – a new Memo Of Understanding for renovations necessary at Station 1 to accommodate winter storage of heavy machinery has just been completed. Renovations will be forthcoming.

Call Log / Run Data was reviewed for fire and ambulance calls for the calendar year 2015. Ty Rolland noted the numbers are comparable to last year's numbers.

Hose testing and ladder testing that occurs every other year was completed last week. EMFD had to retire three rolls of hose, which was donated to the East Montpelier Highway Department to be used to flush culverts. All ladders passed inspection.

Dry Hydrant - A new dry hydrant was installed on Leonard Road in Calais on the Gail Graham pond property. EMFD is always looking for water access to protect property (and lives) in the event of a fire. Bruce Johnson reported his most recent conversation with the State Engineers regarding the installation of a dry hydrant for the Route 14 new bridge is that the State is NOT going to do it. East Montpelier will have to engineer a design and install it on their own if they want it to happen according to Bruce Johnson. The bridge is slated to be replaced in 2018.

Communication Grant – A communication radio repeater grant for \$8,900.00 was received and a 40-foot high repeater was installed on Station 1 on Templeton Road. Ty noted it does not provide that much extra transmitting signal.

Volunteer Sustainability Planning – Ty Rolland reported it has been a challenge to get new people to volunteer for fire service. Ty urged the Selectboard to encourage volunteerism as a whole, not just for EMS and fire service but for the town positions, churches and schools. Ty went on to say that our community, the way we know it, depends on people volunteering and raising our children to become volunteers; it is important for years to come. EMFD continues to work on recruitment. Printed posters to hang up in Calais were provided.

Live Burn Training Opportunity in Adamant – EMFD has been invited to burn down the old mill building on Adamant Road. Currently ANR review for contaminants is being investigated. This can provide valuable training for area firefighters. (Reported at last July's joint meeting – no change.)

Mapping Trail Systems – Ty Rolland reported he did get some responses to his request to obtain trail information from property owners in Calais and East Montpelier that have town trails on their land. Ty Rolland is still working on mapping the town trails for EMFD to use.

Other - Rose Pelchuck requested to have EMFD revise the proposed language in the Draft Calais Town Plan for fire and emergency services. EMFD agreed to work on that section and will provide updated language to the Selectboard that better describes what EMFD is and does.

Ty Rolland reminded everyone to clean chimneys this time of year and check clothes dryer pipes and vacuum lint to eliminate fire hazards.

Next Joint Selectboard Meeting is scheduled for December 3, 2015 for budget planning purposes in lieu of meeting in January 2016.

Respectfully Submitted,
Rose Pelchuck
Calais Selectboard Member