

SELECTBOARD MEETING
Approved Minutes

October 18, 2012

7:00pm East Montpelier Fire Dept. Station 2

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

Attending: Calais Selectboard Members: Denise Wheeler, Scott Bassage, Toby Talbot and Mike Garand; East Montpelier Selectboard Members: Carl Etnier, Seth Gardner, Steven Sparrow and Casey Northrup; EMFD Board Members: Ty Rolland, Jim Carrien, Sandy Conti, Rick Barstow, Greg Pelchuck; Larry Brown and Rose Pelchuck.

Actions:

Denise Wheeler, Calais Selectboard Chair, called the continued meeting from October 8, 2012 of the Calais Selectboard to order at 7:07pm. Ty Rolland was congratulated on being elected EMFD Chief.

FY 2013 First Quarter Financial Report was provided and explained by Jim Carrien, Treasurer. Jim Carrien explained that the EMFD Contingency Fund is capped at \$40,000.00 per action by the EMFD Board. Now 100% of net ambulance revenue goes into the EMFD Capital Reserve Fund. Breakdown of the various bank accounts were reviewed. The remount of the new Rescue 4 Ambulance is underway. A radio grant was received for about \$2,800.00 for the radio in the new ambulance.

How much is outstanding in unpaid bills from FY 2010 was asked. Ty Rolland presented a document "EMFD Billing" that spells out the process for ambulance billing and collections and explained what EMFD does in conjunction with the Certified Ambulance Claims Rep, Bonnie at BCFD. Aging billing will be for 13 months in arrears instead of keeping bills out there indefinitely. EMFD will not turn things over to collections, as EMFD is taxpayer supported.

Budget Discussion – Ty Rolland offered for the EMFD Board to meet jointly with both Selectboards to talk about the budget and to get prepared for town meeting day questions. The intent is to be prepared to answer taxpayer questions. EMFD makes adjustments within the budget even though the bottom line stays the same. Any overages come from the Contingency Fund to balance the budget for the year. EMFD has a level funded budget through FY 2014 that ends June 30, 2014. EMFD is working diligently on the capital plan that covers SCBA (self-contained breathing apparatus), trucks, portable equipment and building to name a few. The Selectboards decided to meet on Thursday, December 13th at 7:00pm to discuss and better understand the EMFD budget.

Interlocal Agreement – Ty Rolland presented a timeline to use as a guide to keep discussion of the Interlocal Agreement on the table. East Montpelier has a draft and Calais is still working at the draft for any changes. Ty would just like to keep things moving.

EMFD Capital Plan – Ty Rolland said EMFD would have a new Capital Plan written for the December meeting. In EMFD's review of the Capital Plan, EMFD identified where the SCBA's are on the Capital Plan for replacement and whether they are suitable for use or not. The SCBA's were originally scheduled to be replaced in 2016 but two air bottles were taken out of service and five more expire in March 2013 according to Chief Rolland. They have to meet NFPA standards. EMFD is projected to have \$56,000.00 in 2016 and the quote was \$139,000.00 to replace 16 packs. The used packs quote from Reynolds & Sons is \$54,000.00 that would allow EMFD to get closer to the new technology. New full replacement costs for 16 packs would be \$84,000.00 including replacement bottle and mask. Challenges are how to pay for it; EMFD has \$20,000.00 on hand now in the Capital Plan for SCBA's, which could be used as a down payment (2.99% finance rate) with an annual

payment of \$13,000.00. The offer from Reynolds & Sons in Barre is good till December 31, 2012. MSA is the leading pack manufacturer in the field. Mike Garand suggested getting quotes from other vendors for a comparison.

In the future when EMFD comes to the towns for support for trucks, EMFD would have to ask for more since some of the capital funds were used to replace the SCBA's. The current plan does not plan to pay for trucks in total and never intended to pay for trucks in total; town support will be needed. Ty has not seen any grant opportunity lately for SCBA purchases. Ty will get vendor comparisons as Mike suggested, get the info to both Selectboards so they can review the info and await authorization for EMFD to spend the capital funds for this SCBA expenditure. Detailed discussion about SCBA use ensued. Mike asked if any area departments are purchasing SCBA's where EMFD could go in and make the deal sweeter. Tracking the new bottles on how many times they go into a building was also suggested. Larry Brown is in charge of the SCBA Program. Ty agreed to look into it.

Fireworks Policy & Ordinance – Ty Rolland reviewed the prior process for issuing fireworks permits as required by law and looked at it more thoroughly once John Audy stepped down as Chief in August. There are state and federal regulations pertaining to use Class C (consumer) fireworks. The state law says one needs 15 days notice prior to the event. EMFD will do a site inspection and provide the Division of Fire Safety guidelines to use as an educational tool. EMFD is willing to promote the safety and put in the effort to review the safety with individuals. Calais is going to approve the ordinance. Paul Giuliani, Esq. wrote the ordinance, Calais attorney reviewed the draft and agreed it was fine as written.

Scott Bassage made a motion to adjourn at 8:45pm. The motion was seconded, voted on and carried.

Respectfully submitted,

Rose Pelchuck
Administrative Assistant
Calais Selectboard
EMFD