

MINUTES
BOARD OF SELECTMEN
TOWN OF PEMBROKE, NH
Joint Meeting with Allenstown Selectboard
Wednesday, November 8, 2006 6:30 P.M. at Pembroke Town Hall

Present: Selectman Larry Preston; Selectman Larry Young, Sr.; Selectman Dan Crean; and Selectman Fred Kline.

Excused: Selectman Brian Tufts

Staff: Troy R. Brown, Town Administrator; Geoff Ruggles, Finance Director; Fire Chief Harold Paulsen; and Police Chief Scott Lane.

1. CALL TO ORDER

Chairman Preston called the meeting to order at 6:30 P.M. In addition to the attendees listed above Allenstown attendees were Selectboard members Sandra McKenney and Carol Merrill, and the Allenstown Fire Chief and Administrative Assistant were also in attendance.

2. REVIEW EMERGENCY MEDICAL SERVICE RFP'S

1. Care Plus Ambulance Service, Inc.

Eric Kamen, President, and Tom Russell, paramedic and ambulance supervisor were present. Mr. Kamen gave a brief history of the company. Mr. Kamen explained that primarily they provide emergency and non-emergency transport services for health care facilities. They also provide back-up 9-1-1 assistance to several NH cities such as Manchester and Nashua. Mr. Kamen explained that their proposal covered two options. The first option provided both towns with a dedicated ambulance at the intermediate level located centrally. It would be staffed 24/7. Back-up coverage would come from other area ambulance services as needed. The second option would provide the same level of service but the ambulance would be located and responding from Bow. It was asked where it would be located locally. Mr. Kamen said that they have been looking at locations with real estate agents at places in Pembroke and Allenstown. Mr. Kamen explained that they have 18 ambulances in their fleet of vehicles. The ambulance for Pembroke and Allenstown would be dedicated to those towns. Billing for hardship cases was discussed. Mr. Kamen explained that they contract out the collection for services but they handle their own billing. Mr. Kamen explained that they do not provide emergency service to any communities at this time, they only provide back up 9-1-1 services to some communities. Mr. Kamen explained that intermediate staffing of the ambulance had to do with the level of training of the EMT's on duty. Chief Paulsen asked if they would need backup assistance from the fire department for emergency response to situations such as motor vehicle accidents. Mr. Kamen said he would have to look into staffing for those situations. Mr. Kamen also explained that if Pembroke wanted to contract with Care Plus individually the subsidy amount would have to be changed.

2. Allenstown Fire Department

The Allenstown Fire Chief gave a brief presentation of their proposal. He explained that the main reason Allenstown submitted this proposal was that they wanted to make sure there is local ambulance service that is not for profit. He explained that they support the continuation of service with Tri-Town Ambulance but wanted to have their own proposal submitted for consideration should Tri-Town not continue service. It was explained that they would accept the amount that was assigned by insurance coverage and would not go to collection. He explained that they would use current staff to provide 24 hour emergency service to the towns. He reviewed terms and costs of the proposal. In closing he explained that they are in favor of the ambulance services continued to be provided by Tri-Town Ambulance. There was discussion of the billing, staffing and initial costs for set-up.

3. Tri-Town Volunteer Emergency Ambulance Service.

Laura Thibeault , Ron Adonolpho and other Tri-Town staff were in attendance. Ms. Thibeault gave a brief history of their ambulance service. Ms. Thibeault also gave details of the training levels their staff receive. Also discussed were their non-aggressive billing policies and that they do not send hardship cases to collection. It was asked if representative members of the two towns could have a voting position of the Board of Directors. Ms. Thibeault explained that the representatives on the Board of Directors of each town did have the authority to vote. Ms. Thibeault explained the situation they are anticipating regarding the loss of the town of Hooksett and the impact that would have on their bottom line. She anticipated that costs would be much lower. There was discussion of the level of skill between a Paramedic and an EMT. Mr. Adonolpho was asked about the cost of liability insurance and he stated that it just came in at approximately \$14,000.00. Workers Comp came in at \$17,000.00. Staffing will be 3 full time paramedics and one full time intermediate EMT with the balance of staffing being volunteers and per-diem paramedics. They explained they do not have a capital reserve account for ambulance replacement. Selectman Crean proposed authorizing the creation of a committee to look at the legal feasibility, costs, benefits and negatives and to report to the Boards of Selectmen far in advance of Town Meetings. Selectman Crean felt that an intergovernmental agreement should be considered and they need to take a in-depth look at the whole issue to bring to the budget committee. The time frame for these changes in ambulance service were discussed. Mr. Brown discussed the make-up of the ambulance feasibility committee. It was suggested that the two fire chief, two ambulance representatives, and two town administrators be the membership of the committee. Mr. Brown will organize the committee.

3. NEW BUSINESS

2007 Budget Adoption

Selectman Kline stepped down on this issue so that he could speak as a member of the Old Home Day Committee. Mr. Kline was concerned with the decision of the Board of Selectmen to change the contribution from the Town to the Old Home Day event to a donation of services from the Police and Public Works Departments. Mr. Kline had researched the cost of the services provided and had found that police coverage for 2005 was \$848.00 and the Public Works Department volunteered their time and services. Mr. Kline felt that stopping the donation of \$3,000 for a donation of services of approximately \$900 would not be an even swap and would be a loss to the OHD Committee. Mr. Brown stated that the 2006 figures should show that it would be an even swap and he will get that information to Mr. Kline. Mr. Kline then rejoined the Board of Selectmen.

Action: Selectman Crean moved to approve the budget. Selectman Young seconded. Motion passed 4-0.

Selectman Kline's explained that his vote was pending the information on the Old Home Day figures for 2006.

4. OLD BUSINESS

Salary Survey

Mr. Brown explained that the LGC Salary Survey has been received and he and Geoff Ruggles will update the information for review by the Board of Selectmen at the next workshop meeting.

5. ADJOURNMENT

Action: Selectman Crean moved to adjourn. Selectman Kline seconded. Motion passed 4-0 and the meeting adjourned at 8:47 p.m.

Accepted by the Board of Selectmen

Larry J. Preston, Chair