

TRI-TOWN EMS  
BOARD OF DIRECTORS MEETING  
Wednesday, May 9, 2018  
Pembroke Town Hall  
311 Pembroke Street  
Pembroke, New Hampshire 03275

The May 9, 2018 meeting of the Tri-Town EMS Board of Directors was called to order by Chairman Harold Paulsen at 3:30 p.m.

**Roll Call**

Present on the Board: Mike O'Meara, Dave Jodoin, Bob Bourque, Shawn Murray, and Harold Paulsen

Present on the Staff: Chris Gamache, Director; Stephanie Locke, Assistant Director

Excused: Mike Stark, Allenstown Interim Administrator

**Approve minutes of previous meeting**

On motion of Mr. O'Meara, duly seconded by Mr. Bourque, it was voted to approve the minutes of the April 11, 2018 meeting.

**Approve expenditures**

On motion of Mr. Bourque, it was voted to approve the Accounts Payable manifest dated May 3, 2018 in the amount of \$4,041.27 and the Payroll manifest dated April 26, 2018. Seconded by Mr. O'Meara.

**Approve purchase orders**

There were no purchase orders presented for approval.

**Old Business**

There was no old business presented.

**ComStar Billing Report**

Mr. Jodoin presented the figures for April. Billings totaled \$86,654; revenue totaled \$45,000; write-offs totaled \$52,000. As of the end of April, the receivables balance was \$624,000.

**Director's Report**

Mr. Gamache reported 93 runs for April – 51 for Pembroke and 36 for Allenstown. Mutual aid was given six times and received five times. There were 59 transports. The average time out the door was 42 seconds. Mr. Gamache continued, saying that the work done on the air conditioning for Ambulance #8 at Grappone's was not successful. Merrill's Radiator in Concord confirmed that the compressor was gone. Apparently, other vehicles have had the same compressor failure. Mr. Gamache then said that there was a minor accident with the ambulance recently at the Police Station. The rub rails had to be

replaced at a cost of \$832.00. CPR training at the Police Department was completed in April and CPR training is scheduled for PACE Career Academy on May 15, 2018. Mr. Gamache reported that the Medical Resource Hospital Agreement with Concord Hospital has been signed.

Mr. Bourque asked Mr. Gamache if he had begun work on the budget.

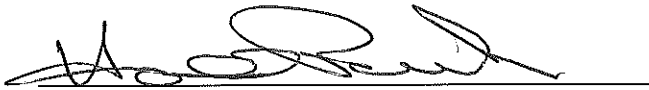
Mr. Gamache said that he had.

Mr. Bourque asked that any new items, those not in the previous budget, appear in a separate area.

Mr. Jodoin said that a cross-reference could be created to highlight new items.

Chair Paulsen reported that Pembroke has a new budget committee chairperson.

On motion of Mr. Bourque, duly seconded by Mr. O'Meara, it was voted to adjourn at 3:41 p.m.

A handwritten signature in black ink, appearing to read 'Harold Paulsen', written over a horizontal line.

HAROLD PAULSEN, CHAIRMAN