

TRI-TOWN EMS
Minutes of the Meeting
December 13, 2023
311 Pembroke Street
Pembroke. NH 03275

Call to Order

The Allenstown Tri-Town Board of Directors Meeting of December 13, 2023 was called to order at 3:33 pm by Chair Jodoin.

Roll Call

Present on the Board: David Jodoin (Pembroke Town Administrator), Derik Goodine (Allenstown Town Administrator), Paul Gagnon (Pembroke Fire Chief), Eric Lambert (Allenstown Fire Chief), Mark Solimanto (Citizen Rep. Allenstown), Chris Gamache (Tri-Town EMS Director), and Michelle Othot (Service Rep, Tri-Town EMS)

Excused:

Robert Bourque

**Approve Expenditures
Payroll and Accounts Payable**

Derik Goodine made a motion to approve the following expenses: Accounts Payable for December 12, 2023 for \$4486.69, Payroll Manifest for October 19, 2023, November 2, 2023, November 16 2023, November 30, 2023, and December 14, 2023.

Chief Lambert seconded the motion.

David Jodoin – Aye
Paul Gagnon – Aye
Derik Goodine – Aye
Eric Lambert – Aye
Mark Solimanto – Aye
Michelle Othot – Aye

Motion passed.

Approve Minutes of Previous Meetings

October 4, 2023

Derik Goodine made a motion to approve the minutes of October 4, 2023.

Paul Gagnon seconded the motion.

David Jodoin – Aye
Paul Gagnon – Aye
Derik Goodine – Aye
Eric Lambert – Aye

Mark Solimanto – Aye
Michelle Othot – Aye

Motion passed.

New Business

None

Comstar Billing report

Mr. Jodoin gave the following information for the month of November:

Billing: \$132,030.00
Revenue: \$45,740.27
Write offs: \$82,130.55
Balance A/R: \$319,487.72

DIRECTOR'S REPORT

Mr. Gamache gave the following information for the month of October:

- 119 runs - 60 in Allenstown and in 51 Pembroke
- 26 transports, with 63.87% transport rate
- Mutual aid given eight times, received mutual aid six times
- Average time out the door was 42 seconds and the average time to get on scene was 5 minutes, 54 seconds.

Mr. Gamache gave the following information for the month of November:

- 127 runs, 63 Allenstown and 64 in Pembroke.
- 80 transports with 62.99% transport rate
- Gave mutual aid 18 times. No numbers available for how many times mutual aid was received.
- Average time out the door was 46 seconds, and the average time to get on scene was 5 minutes, 24 seconds.

During the fall months they covered the EMS detail for the Amoskeag Regatta, Pembroke Friends of Football, and the Deerfield Fair. The revenue received for these events was in the vicinity of \$4500.

Ambulance 8 has 137,774 miles on it. Ambulance 3 has 13,476 miles. They have all had the annual maintenance done on both ambulances.

It is the end of the year so the budget is tight. They are \$23,705 below expenditures to date. On the revenue side they are \$26,927 in the bad. They are just over \$56,000 short on predicted ambulance billing. We will most likely use the full \$300,000 transferred from Fund balance by the end of the year that was budgeted.

2024 PROPOSED MEETING SCHEDULE

The schedule was discussed for the upcoming year through June 2024.

RESIGNATIONS

Resignations were received from Maurice Paquette and Meghan Donohue.

Chief Lambert made a motion to accept the resignation of Moe Paquette and Meghan Donohue with regrets. Chief Gagnon seconded the motion.

David Jodoin – Aye

Paul Gagnon – Aye

Derik Goodine – Aye

Eric Lambert – Aye

Mark Solimanto – Aye

Michelle Othot – Aye

Motion passed.

David Jodoin stated that he has gotten calls from Allenstown employees asking what Pembroke's cost of living adjustments were in Pembroke. He asked if the budget in Allenstown has been finalized. Mr. Goodine said they were meeting that night.

Michelle Othot made a motion to adjourn the meeting at 3:38 pm.

Chief Lambert seconded the motion.

Motion passed.

David Jodoin – Aye

Paul Gagnon – Aye

Derik Goodine – Aye

Eric Lambert – Aye

Mark Solimanto – Aye

Michelle Othot – Aye