

TOWN OF ALLENSTOWN AND PEMBROKE  
Joint Tri-Town Board  
311 Pembroke Street  
Pembroke, New Hampshire 03275  
Minutes of Regular Meeting  
April 8, 2015

**Call to Order.**

The Joint Tri-Town Board Meeting for April 8, 2015 was called to order by the Chair at 6:30 p.m.

**Roll Call.**

Present on the Board: David Jodoin, Shaun Mulholland, Harold Paulsen, Bob Bourque.

**Excused:** Paige Lorenz

**Others Present.**

Tri-Town Staff: Chris Gamache, Christian Kellerman, Stephanie Locke

**Approve minutes of previous meeting(s).**

Motion by Member Bourque to approve the minutes of March 11, 2015, seconded by Chief Paulsen to approve the minutes. Vote unanimous.

Motion by Member Bourque to approve the minutes of February 11, 2015, seconded by Chief Paulsen. Vote unanimous.

**Approve expenditures.**

Motion by Member Bourque to approve the Accounts payable manifest on April 2<sup>nd</sup>, seconded by Chief Paulsen. Vote unanimous.

Motion by Member Bourque to approve the Payroll manifest of April 2<sup>nd</sup>, seconded by Chief Paulsen. Vote unanimous.

Motion by Member Bourque to approve the payroll manifest of March 19<sup>th</sup>, seconded by Chief Paulsen. Vote unanimous.

Motion by Member Bourque to approve the payroll manifest of March 5<sup>th</sup>, seconded by Chief Paulsen. Vote unanimous.

### **Discussion of New Policies**

The Director discussed the collections policy with the Board. The Board requested the Director get a copy of all correspondence from Comstar that they send out to patients who are delinquent.

Discussion of the process required for Tri Town EMS to hire Pembroke and Allenstown Firefighters. The Director stated that there is an employee in the Fire side that has expressed an interest in joining Tri Town EMS. The Director felt that they should be treated as a new hire with an application, background check etc.

Discussion of paying personnel for being subpoenaed. The Director discussed adding a section to the personnel plan specifying how and when an employee would be paid for a court case.

### **Discuss ComStar revenue report.**

Mr. Jodoin explained the amount that has been collected currently as well as the receivable.

**Intermunicipal Agreement** – The Chairman stated that the AG's office has approved the updated agreement.

### **Director's Report.**

The Director reviewed the monthly statistics.

The Panasonic tuff books have been received.

Motion by Member Bourque to enter non public session in accordance with RSA 91 A:3 II (a) at 19:25, seconded by Chief Paulsen. Roll Call Vote; Member Jodoin – YES; Chief Paulsen – YES; Member Bourque – YES, Chairman Mulholland – YES.

The Board returned to open session at 19:27. Motion by Member Bourque to terminate Richard Daughen, seconded by Member Jodoin. Vote Unanimous.

Heather Hill has submitted her letter of resignation as she does not have the time to cover shifts. Motion by Member Bourque to accept Heather Hill's resignation, seconded by Member Jodoin. Vote Unanimous.

Motion By member Bourque to adjourn the meeting at 19:32, seconded by Chief Paulsen. Vote unanimous

The Chair declared the meeting adjourned at 7:32 pm.

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the left.

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SHAUN MULHOLLAND