

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

**Call to Order.**

The Joint Tri-Town Board Meeting for July 8, 2015 was called to order by the Chair at 6:35 p.m.

**Roll Call.**

Present on the Board: David Jodoin, Shaun Mulholland, Jennifer Abbott, Mike Kelley, Harold Paulsen, and Bob Bourque.

Excused: Dana Pendergast

**Others Present.**

Tri-Town Staff: Chris Gamache; Stephanie Locke and Christian Kellerman

Other:

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

Motion by Member Bourque to approve the minutes of May 13 2015, seconded by Member Jodoin. Vote unanimous.

**Approve expenditures.**

Motion. Member Jodoin made a motion to approve the Accounts Payable manifest for July 1, 2015 in the amount of \$2,928.85. Member Bourque seconded the Motion. There was no additional discussion. Vote unanimous.

Motion. Mr. Bourque made a motion to approve the Payroll Manifest for July 9 2015. Member Jodoin seconded the Motion. Vote unanimous.

Motion. Mr. Bourque made a motion to approve the Payroll Manifest for June 25 2015. Member Jodoin seconded the Motion. Vote unanimous.

## **Purchase Orders**

None

## **Consider proposed 2016 Fee Schedule**

The Chairman commented that we are just going to review this today. There are statutory requirements that we must follow with regards to notification and posting.

The Director explained that the report shows 2015 charges and what is proposed for 2016.

Member Bourque asked what the average rates were for the calls such as ALS or BLS. The Director explained that even with the increased fees, we were still way below the average.

The Board agreed to move this to a public hearing.

## **Discuss ComStar revenue report.**

Mr. Jodoin stated the prior month's balance for Accounts Receivable was \$240,000 and at the end of June it increased to \$232,000. He stated the amount allowances seem to be increasing especially in the calls to surrounding communities.

Jennifer asked where the write offs come from. D. Jodoin explained that it's the difference between what was billed and what was paid as most cases the balance is either Medicare or Medicaid.

Chairman Mulholland asked where we are with CAG with regards to the billing discrepancy. The Town Attorney has sent off multiple notices for an audit with no response so now it's a matter to move forward with litigation. The Chairman requested for the next meeting that the Attorney write something up so the Board can vote to proceed with litigation or not.

The Chairman suggested also contacting the Attorney General's Office.

## **Introduction of new Member**

Jennifer explained that she is a nurse and has lived in Allenstown for 14 years.

## **Future Meetings**

The Chairman brought up a request by the Allenstown Fire Chief to see if it were possible to have the meetings in the daytime.

There was a general discussion and it was agreed that we would now meet once a month at 3:30.

## **2016 Budget Process**

The Chairman discussed the budget process.

The Director discussed the budget with the Board members line by line and how it was prepared. The Director stated that it was his goal to reduce the amounts each community pays.

## **Director's Report.**

The Director reviewed the number of calls for the month of June. Also discussed were the collection accounts with Comstar.

Full time position has been advertised and should be finalized this week. The Director requested a meeting in the near future.

The Director discussed hiring per diems.

The Board agreed to meet July 15<sup>th</sup> at the Pembroke Town Hall at 3:30 to review the new hire request.

Motion to enter non public session in accordance with RSA 91:A -3 II (b) by Member Bourque seconded by Chief Paulsen at 8:45 PM.

## **Roll Call Vote**

Chief Paulsen	Yes
Member Jodoin	Yes
Member Abbott	Yes
Member Bourque	Yes
Chairman Mulholland	Yes

The Board returned from non public session at 8:50 PM

Motion by Member Jodoin to hire Jonathan Harry as a per diem EMT at a rate of \$12.50 per hour seconded by Member Bourque. Vote Unanimous.

Motion by Member Jodoin to hire Michelle Spencer at a Paramedic at a rate of \$15.75 per hour seconded by Member Bourque. Vote unanimous.

Motion by Member Jodoin to place Irina Higgins on Part time status seconded by Member Bourque. Vote unanimous.

Motion by Member Bourque to adjourn, seconded by Member Jodoin Vote unanimous.

The Chair declared the meeting adjourned at 8:52pm.



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SHAUN MULHOLLAND