

**South Royalton Rescue Advisory Board
Minutes of the October 11, 2017 Meeting
Royalton Town Offices**

DRAFT: 10/24/17

Attendance:

Members: Jerry Barcelow, Brenda Field, Carol Flint, Mary Gavin, Thomas Hoyt, Dave Kimball, and Gidget Lyman. Absent: Corinne Ingraham and Nathan Potter

Visitors: Administrator David Palmer, EMTs Tim and David Barker

Call to Order:

Jerry Barcelow called the meeting to order at 5:30 p.m. Jerry distributed a suggested agenda.

Motion: Gidget Lyman made a motion to approve the agenda. Dave Kimball seconded the motion. It was approved unanimously.

Public Comments

No public comments.

Approval of the Minutes

Carol Flint led a conversation about the minutes of the September 27 minutes. A draft of the minutes was distributed prior to the meeting.

Motion: Dave Kimball made a motion to approve the September 27 minutes with minor revisions. Gidget Lyman seconded the motion. The minutes were unanimously approved. Carol will send a copy of the minutes to Seth Stoddard for filing in the Prudential Committee files.

Brief update: Reports on any items in the Sept 27 minutes that were delegated

1) Purchasing policy – (Gidget/Corrinne) Samples from the selectboard and Vermont League of Cities and Towns will be distributed. Additional discussion was tabled until next meeting.

2) Possible parking of the WRVA vehicle at Journey Church (if we get it) – Tabled to next meeting.

3) Angela's meeting with VLTC –Angela had her meeting with VLCT and has reported back to Jerry.

Old Business – Reports and Updates

1) SOGs (Dave Palmer) – Committee is working on the SOGs, however, Corinne is away until 10/24/17. The committee will meet again on 10/25/17 at 4 p.m.

2) Employee Handbook (Corinne Ingraham) – Tabled.

3) Bylaws (Gidget Lyman) – Tabled.

4) Office Utilities (Dave Kimball) – Dave suggested that the AB pay 15% of PC office expenses. Discussion followed with advice that the AB should not have to share office equipment expenses if we are not using them. David/Jerry will discuss this with the PC at tonight's meeting.

5) Model Rules (Jerry Barcelow) – Jerry presented a draft of revised Model Rules for the AB. Discussion followed and he took away suggested edits. He will present another draft at the next meeting.

6) New Mailing Address – David Palmer was instructed to put up the mail box. He spoke with Paul Brock previously and gained approval to do it.

7) Truck Search – Tabled.

Administrator’s Report to the AB (David Palmer)

Dave Palmer noted that Becky Owens is on the schedule for November. She has put in a request for release, although it has not been confirmed.

Total Calls and Total Billable Calls for Sept and YTD

- David reported that there was a total of 49 calls in September with 45 billable and 4 nonbillable. He also noted that they are 5 calls ahead of last year with approximately 400/year.

	As of Month End Sept.	As of Calendar Year End
<i>As of 10/10/2017</i>	315	
2016	310	403
2015	245	323
2014	246	328
2013	223	299
2012	206	271

Coin Drop for Next year – who decides how the \$\$ are spent?

David Palmer proposed that the crew suggest a designation where coin drop funds will go each year. He suggested a more focused campaign with focused marketing might increase interest and donations. David noted that he will have to purchase new signs to be compliant with state regulations.

MOTION: Mary Gavin made a motion that David Palmer work with the SRRS staff to consider a specific designation with the crew and designate where the funds will go. David and the squad will present a campaign plan to AB for approval. David Kimball seconded the motion. Discussion followed. Passed unanimously.

Community Events –

10/13/17: Vermont Law School Inauguration Friday afternoon.

10/14/17: South Royalton: Hurricane Relief Day,

Federal Bill HR 3729 – Addons for Medicare Reimbursements – David encouraged support by asking members to contact representatives.

WRVA Ambulance – WRVA is now asking \$500 for the ambulance – not free as stated previously. They have an outstanding offer from another source for \$2,000. Discussion focused on the cost of a rental ambulance (approximately \$600-700/week), repair needs (needs motor mount bolts; wiring has been replaced). Discussion followed.

MOTION: David Kimball made a motion to have Mark Dalton travel to WRVA to review the ambulance and the AB would pay for any reasonable expenses. Mary Gavin seconded. Discussion followed. Motion passed unanimously.

MOTION: Mary Gavin made a motion that the New Truck Committee review Mark Dalton’s recommendation. If they deem there is not a significant expense (no more than \$1,000), they would be authorized to make the purchase for \$500. The committee will bring back any information gathered to

the AB and if the expenses are over \$1,000, the purchase of the truck will be reviewed/approved by the full Advisory Board. David Kimball seconded. The motion passed unanimously.

Budget for FY 2019

Jerry distributed a spreadsheet detailing FY19 budget suggestions and led a discussion about the proposed budget. A special meeting to approve the budget is scheduled for Wednesday, October 18, at 5:30 p.m., at the Sharon Fire House.

Meeting Adjourned:

There being no further business to come before the board, Mary Gavin made a motion to end the October 11 meeting. Gidget Lyman seconded the motion. It was approved unanimously. The meeting ended at 7:14 p.m.

Respectfully submitted,

Carol K. Flint, Clerk
Town of Sharon Representative