

**South Royalton Rescue Advisory Board
November 7, 2018 Meeting Minutes
Royalton Town Office**

APPROVED: 11/21/2018

Attendance

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

Visitors: Administrator Steve Belmont and Prudential Committee Chair Keith Grimes and Don Lovejoy.

Call to Order and Vote the Agenda

Chair Jerry Barcelow called the meeting to order at 5:31 p.m., and distributed a suggested agenda at the meeting.

Changes: David Kimball requested to go into executive session to discuss a contract after discussion of the budget. Gidget Lyman asked to make an announcement under Other business.

On a motion by Mary Gavin, and seconded by Corinne Ingraham, the agenda was passed with the changes above.

Public Comments

No comments.

Discuss and vote the FY 2020 budget

Mary Gavin spoke on behalf of the Finance Committee and gave a summary of changes.

- Thanked Angela Russell and Steve Belmont for drafting such a good budget.
- Noted that projected revenues are up and said the changes recently put in place with the billing service have been working. She commended the squad for completing paperwork so that invoices are able to be mailed out timely.
- A total of 450 calls per year was used to project revenue.
- Good budgetary work has made it possible to project trends. The goals were to have the budget support salary increases, costs of a new ambulance, and to reduce per capita. Presently, the per capita rate is \$55.97 to the goal is to have it at \$54.78 in FY20 (as long as the population for the three towns remain constant).

Dave Kimball said confidence has improved as well. Steve Belmont presented member and payroll numbers that were reconciled with the Finance Committee and budget. Dave and Mary congratulated Steve on all of his hard work and being budget savvy.

On a motion by Mary Gavin and seconded by Gidget Lyman, the budget was approved unanimously.

The budget will now be presented to the Prudential Committee and reported to the three towns.

Executive Session to Discuss a Legal Matter and an Employee Matter

On a motion made by David Kimball and seconded by Mary Gavin, the AB went into Executive Session and asked Steve Belmont to attend to discuss a contract. The board entered into Executive Session at 5:44 p.m. and exited at 6:06 p.m.

No business was conducted after the executive session.

Vote to approve the “Fund Raising” letter - Steve

Steve Belmont distributed a final copy of the fundraising letter for local business and noted he received a letter from the IRS that supports and documents South Royalton Rescue standing for nonprofit fundraising.

On a motion from Mary Gavin, and seconded by Gidget Lyman, the letter was passed unanimously.

Update regarding possible need to install a power lift on our new ambulance – Steve

Steve reported that no power lift is needed for the new ambulance. He has a letter from Ray Walker at the State EMS office stating that the lift is not a required piece of equipment. The only requirement when an ambulance is built are the brackets that must be installed. The actual lift is not required. He thanked David Palmer who helped him obtain the letter. He also thanked Nathan Potter for helping as well. Steve’s next goal is to apply for a grant to acquire a power lift at a later date.

Approval of the minutes of Sept 26 and October 3 (6:25 – 5 mins)

On a motion by David Kimball, seconded by Brenda Field, the minutes of September 26 minutes passed unanimously.

On a motion by David Kimball, seconded by Mary Gavin, the minutes of October 3 minutes passed unanimously.

Other Business

Gidget announced that the Royalton Selectboard Open House will be December 5 evening. The Royalton representatives are encouraged to participate.

Meeting Adjourned

There being no further business to come before the board, Mary Gavin made a motion to end the November 7 meeting. Brenda Field seconded the motion, and it was approved unanimously. The meeting ended at 6:21 p.m. The next regular meeting will be Wednesday, November 14, at 5:30 p.m., at the Royalton Town Offices.

Respectfully submitted,

Carol K. Flint, Clerk
Town of Sharon Representative