

**South Royalton Rescue Advisory Board
November 14, 2018 Meeting Minutes
Royalton Town Office**

APPROVED: 11/28/2018

Attendance

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

Visitors: Administrator Stephen Belmont, Deputy Administrator Becky Owens and EMT Erin Odett.

Call to Order and Vote the Agenda

Chair Jerry Barcelow called the meeting to order at 5:30 p.m., and distributed a suggested agenda at the meeting. There were no changes to the agenda.

On a motion made by Corinne Ingraham, and seconded by Gidget Lyman, and passed unanimously, the agenda was approved as written.

Public Comments

Gidget Lyman announced that the Royalton Selectboard is hosting a meet and greet for town committees and organizations on December 5 from 5:30-7:30 p.m. This is to introduce the town to all the special committees and organizations and all are invited to attend. She asked SRRS to attend.

Becky Owens reported that she leaves for her FEMA deployment tomorrow morning. Her job will be to help people with FEMA forms and offer support. She'll be back on the payroll in January after a previously planned family vacation late December. Steve Belmont is currently working on the schedule.

Approval of the Minutes of October 24 and November 7

On a motion by Brenda Fields, seconded by Gidget Lyman, the minutes of October 24 were approved unanimously.

On a motion by David Kimball, seconded by Gidget Lyman, the minutes of November 7 were approved unanimously.

Any update on our fee schedule?

David Kimball distributed reports and said that NEAB suggested to raise rates to compete with industry standards. Discussion followed.

On a motion from Corinne Ingraham, seconded by Gidget Lyman, that the AB accept the proposed fee schedule received by NEAB and change fees as noted, effective immediately. The motion passed unanimously.

Collection Agency – Do we want to use one and if so, what's the next step?

David Kimball questioned the process if NEAB exhausted all efforts, should the bill be moved to a collection agency and what would the percentages be. Discussion was tabled until next meeting when Angela Russell is present and could offer more information.

Thomas Hoyt arrived to the meeting.

Building Committee – Does Dave K need some help trying to price out a new building?

David Kimball would like to create a committee to move the new building along. Gidget Lyman and Corinne Ingraham noted the intent of the Royalton Selectboard is for SRRS to build near the Royalton Town Offices.

On a motion from David Kimball, seconded by Carol Flint and passed unanimously, to form a Building Committee including David Kimball, Corinne Ingraham, Thomas Hoyt, Brenda Field, and a representative from SRRS squad (appointed by Steve Belmont).

Steve Belmont arrived to the meeting.

Administrator Report

Steve Belmont reported on the following:

- 1) What, if any, grants has David Barker applied for? Steve Belmont reported that David Barker has not applied for any grants yet. He noted that all the paperwork has been completed/submitted and grants can be applied for throughout the year.
- 2) Update on Becky's FEMA call to go to California: Steve noted that he sent out an e-mail to alert everyone that Becky will be leaving for California tomorrow for her FEMA duties. He said that Becky has full support of the crew, and they all wish her well on her trip. He's busy filling shifts and thanked Erin for her offers to work additional hours. Today he hired a paramedic and wants to begin ride-alongs next Wednesday. Royalton Police Chief has done a basic background check to get her on the payroll as quickly as possible.

On a motion from Brenda Field, seconded by Thomas Hoyt, the AB supports Steve's hiring a new Paramedic to help fill time on the provision that she passes a background check from Royalton Police and a current copy of the background check is received from her present employer. The motion unanimously passed.

Steve reported that there was a fatal automobile accident call yesterday in Sharon. He has spoken with the crew and will continue to keep aware of any support the crew may need.

- 3) Any updates or questions to the AB on the donation letters? Steve agreed to be the project contact person for the letter. A representative from each town will collect addresses to include in the mailing. Advisory Board members will add handwritten notes. A stuffing party is scheduled for Monday, November 19, at 5, at the Royalton Academy Building.

Brenda made a motion to adjourn. Since there was no second, the agenda moved forward.

Can we set a target of monthly meetings starting in Jan? What do we need to do to get here?

Discussion followed to see if the Administrative Committee should be empowered to make more decisions with Steve in between meetings. Discussion followed. Steve asked for additional time to consider options as he feels things are smoothing out and there's been less activity to report on at meetings. David Kimball suggested that the Administrative Committee outline an approval structure. Gidget Lyman will draft a paragraph to share at the next meeting to include in SOGs/handbook.

Meeting Adjourned

There being no further business to come before the board, Gidget Lyman made a motion to end the November 14 meeting. Thomas Hoyt seconded the motion, and it was approved unanimously. The meeting ended at 6:53 p.m. The next regular meeting will be Wednesday, November 28, at 5:30 p.m., at the Royalton Town Offices.

Respectfully submitted,

Carol K. Flint, Clerk
Town of Sharon Representative