

## Middleton EMS Committee Meeting June 01, 2021

### **Board Members:**

Scott Ferugson, Chair (absent)

Roxanne Tufts-Keegan, Secretary

Jim Knapp

David Morrison

Jon Swift (absent)

Andrea Bowden, Vice-chair

Jake Bourdeau

Christine Maynard

John Stevens

Sarah Ferrazzani

### **Public:**

Andrea Bowden called the meeting to order at 5:35pm.

Pledge of Allegiance led by Andrea Bowden.

John Stevens made a motion to accept the 5/25/2021 minutes. Christine Maynard seconded the motion. Motion passed 8-0-0.

Andrea welcomed new committee member Sarah Ferrazzani. Andrea provided a brief explanation of where the committee stood. Each committee member introduced themselves. Roxanne stated she would provide Sarah with the 5/18/2021 and 5/25/2021 minutes.

Andrea asked for everyone to provide updated on the tasks they had been previously assigned.

Christine stated she contacted the Milton Fire chief Nick Marique. Chief Marique provided Christine with emails he had previously sent to the Middleton BOS. He stated that Milton charges to Middleton for EMS calls is \$500. He had cited call numbers and cost, stating the average EMS call cost is \$478. Christine will forward the email to Roxanne to include in the 6/1/2021 minutes. Christine stated she still has some additional questions and would follow up with Nick. Andrea commented that Middleton has a partnership with Milton. The response time on average is 14 minutes for Milton to respond to Middleton.

Jake stated Middleton would be moving to Carroll County dispatch which has a better response time. It was stated a 911 call goes to Concord first, then Strafford County dispatch is notified, and they send a tone to Middleton. If no response from Middleton, then Carroll County is sent a tone.

There was discussion on whether the town could charge if multiple calls were made to the same location.

David stated he was still researching grants. He said the FEMA grants for assistance to firefighters has a short window to apply. It's usually January through February. He also stated it was something we definitely want to apply for when available. David commented there are micro grants available through FEMA. These types of grants are for specific items/gear.

David is still looking for non-traditional grants and Grants.gov.

Andrea stated she would forward to David an email she received regarding an EMS grant. She also suggested to look in Firefighter/EMS publications (magazines).

Lance Harber is the contact for FEMA grants.

Jim stated he was waiting on a response regarding worker's comp. He stated staying under 32 hours otherwise it's considered full time. He asked Jake to help locate the DNS number.

John stated he was still waiting on a response from Wakefield.

Andrea commented she was still working on the 2019 calls. She is still working on the revenues because of the changeover of billing companies.

Jim stated he has 20 bills for 23 calls, he is still missing 3. He's asked Andrea to help with identify the 3 missing bills.

Jake commented he spoke with Milton's chief Nick Marique regarding billing. He said Nick told him as long as we (Middleton) continue to move forward toward an EMS coverage solution then Milton would hold off on billing. Jake also spoke with the Farmington chief. The Farmington chief stated he has no intentions of billing as long as we (Middleton) resolve the issue.

Jake explained options:

1. Police to provide EMS coverage.
2. Per diem along with some in-house coverage
3. Contract with another town or contractor

Roxanne made a motion to close the meeting and adjourn at 6:16pm. John seconded, all in favor, 8-0-0.

Respectfully submitted,

  
Roxanne Tufts-Keegan

From: "christine maynard" <christinemaynard32@live.com>  
To: "Roxanne Keegan" <keegan25@roadrunner.com>  
Cc:  
Bcc:  
Priority: Normal  
Date: Tuesday June 1 2021 5:47:42PM  
Fwd: Middleton EMS Invoices

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Sent from my iPhone

Begin forwarded message:

**From:** Nick Marique <nickmarique@miltonfirerescue.com>  
**Date:** June 1, 2021 at 3:09:21 PM EDT  
**To:** christinemaynard32@live.com  
**Subject:** FW: Middleton EMS Invoices

Christine,

Please see below and attached. This was the information I provided to the town attorney back in December. Once you look it over let me know if you have any questions.

Nick

Nick Marique

Fire Chief-Emergency Management Director

Milton Fire-Rescue

865 White Mountain Highway

Milton, New Hampshire

nickmarique@miltonfirerescue.com

[www.miltonfirerescue.com](http://www.miltonfirerescue.com)

**From:** Chief Marique <nickmarique@miltonfirerescue.com>  
**Date:** Thursday, December 24, 2020 at 11:11 AM  
**To:** <joe@mitchellmunigroup.com>  
**Subject:** Middleton EMS Invoices

Hi Joe,

I wanted to reach out and let you know I am in receipt of your letter and requests reference the invoices sent to the Town of Middleton from Milton Fire-Rescue.

It has been my intention to get back to you sooner but a recent sprinkler pipe break over my office and the Holiday season has limited my availability.

Please find attached letter sent to the Middleton BOS dated July 28<sup>th</sup> 2020 which gives the background and our reasoning for the referenced invoices.

As I'm sure you are aware information about the services rendered for each call and the payments received by our agency are HIPPA protected and cannot be furnished. Verification of the calls and general information can be obtained from the Middleton Fire Department if needed. Additionally the fee was explained as a flat rate per response and not prorated based on revenue collected by my agency.

The \$500 fee was adopted based on the average cost per call of other municipal EMS contracts as well as the average cost per call based on the Milton Ambulance expenses see attached. The attached excel sheet is a working document to help formulate cost ESTIMATES and data is likely a year or so old. The actual cost is only based on this data and what my agency feels is a fair fee for the services we provide to the Community of Middleton who cannot provide the service on their own. As you can see the average cost is based on actual expenses and several industry accepted cost share formulas is close to \$1,000 per call not the \$500 fee we assessed.

It is not the responsibility of the Town of Milton and our tax payers to subsidize a municipality who is unable to or unwilling to provide this needed service to their community. Also, there is nothing mutual about the EMS services we provide to Middleton.

If you have any further questions please contact me via this e-mail.

Thank you and Merry Christmas,

Nick

## Nick Marique

Fire Chief-Emergency Management Director

Milton Fire-Rescue

865 White Mountain Highway

Milton, New Hampshire

[nickmarique@miltonfirerescue.com](mailto:nickmarique@miltonfirerescue.com)

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## *Milton Fire-Rescue*

865 White Mountain Highway  
PO BOX 588  
Milton, NH 03851  
P:603-652-4201 F:603-652-9180

*Nicholas Marique  
Chief*

July 28<sup>th</sup> 2020

Middleton Board of Selectman, Fire Chief Jacob Bourdeau  
182 Kings Highway  
Middleton, NH

I am writing this letter in an effort to open a dialogue between Milton Fire-Rescue and the town of Middleton in regards to Emergency Medical Services. As a neighboring community we have watched your situation and assisted in providing ambulance service when you could not provide it for yourselves. With the increasing demand in medical emergency calls and a steady decline in available volunteers I have growing concerns with Middleton's ability to sustain an adequate EMS service for your community and the subsequent strain it will place on Milton Fire-Rescue and other area agencies.

In May of 2019, I met with Chief Bill Lawrence to discuss this very issue. At that time I expressed concern of Middleton's ability to provide a level of service the citizens of Middleton should expect. At this meeting and over subsequent conversations Chief Lawrence requested I formulate a proposal for the town of Middleton to contract with the town of Milton to provide EMS coverage. Additionally, I requested Milton EMS be the primary agency requested when Middleton EMS was not available. A meeting was to be scheduled between both towns' Board of Selectman, which never transpired. In 2019 Milton Fire-Rescue responded to Middleton 46 times of which only 4 were for fire related incidents. As of this date in 2020 crews have responded 50 times to your community including 6 in the past week.

I realize that issues of this magnitude take time to resolve and may come at a financial cost to the town of Middleton. However, the town of Milton and the taxpayers of our community cannot continue to provide assistance indefinitely. Each time an ambulance responds to your town from ours, because you cannot staff your own unit, it comes to you as an expense to our taxpayers. While many municipalities are now struggling to provide proper personnel and resources, we too have limited resources and cannot provide this type of service on what was thought to be a "mutual aid" basis. It was only a few short years ago that Milton Fire-Rescue was in a similar situation so I am very familiar with the daunting task of building a robust EMS system with limited funding and resources.

Therefore, Milton Fire-Rescue is willing to continue as the primary back up EMS response unit when Middleton EMS is not available until October 1<sup>st</sup> 2020 at such time a fee of \$500.00 will be assessed for each response to your community by the Milton Ambulance. This time

increasing call volume, a global approach with a collaborative effort must be taken to build a sustainable EMS system in our area. I strongly believe together we can come up with a solution that will be mutually beneficial to both of our communities for years to come.

Respectfully submitted,

Nicholas Marique



Fire Chief

Milton Fire-Rescue

CC: Milton Board of Selectman  
Milton Town Administrator

EMS contracts				
Service Provider	Service Reciepiant	Contract Amount	Call Volume	Cost/Call
Derry	Auburn	\$83,896.00	283	\$296.45
	Chester	\$83,896.00	209	\$401.42
Hopkinton	Warner	\$77,000.00	276	\$278.99
	Webster	\$29,700.00		
Hudson	Litchfield	\$67,500.00		
Peterborough	Dublin	\$60,079.00	79	\$760.49
	Hancock	\$64,643.00	108	\$598.55
	Greenfield	\$61,335.00	142	\$431.94
	Francestown	\$55,110.00	82	\$672.07
	Sharon	\$13,805.00	17	\$812.06
Amherst	Mount Vernon	\$17,000.00		
Bristol	Hill	\$32,740.00		
	Alaxandria	\$49,000.00		
	Danbury	\$48,920.00		
Plymouth	Holderness	\$50,267.00	218	\$230.58
	Ashland	\$50,424.00	321	\$157.08
Wakefield	Brookfield	\$36,866.00	60	\$614.43
Average		\$51,893.00	163	478



Town	Population	Area	Valuation	EMS Costs	Call Volume	Cost Per Call	Cost Per Capita	Housing Units
Milton	4592	33	\$409,114,980	\$440,000.00	550	\$800.00	\$95.82	2040
Middleton	1783	18.5	\$177,716,572	\$62,000.00	120	\$516.67	\$34.77	780
Combined	6375	51.5	\$586,831,552	\$502,000.00	670			2820
Percentage Milton	72.03%		69.72%		82.09%			72.34%
Percentage Middleton	27.97%		30.28%		17.91%			27.66%
Cost of Service Middleton			\$133,249.98		\$78,805.97	\$96,000.00	\$123,061.96	\$121,702.13 Average
Cost per call			\$1,110.42		\$656.72	\$800.00	\$1,025.52	\$1,014.18
Personell	\$357,491.79							
Supplies	\$11,750.56							
Training	\$9,575.82							
Fuel	\$4,925.00							
Contract Services	\$24,971.39							
Utilities	\$21,840.00							
Maintenance	\$6,251.01							
Equipment	\$2,170.10							
Uniforms	\$2,000.00							
	\$0.00							
	\$440,975.67							

	Budget 2019	EMS related		revolving
4220-110 (FT Salary)				
4220-120 (PT Salary)	\$114,047.76	\$79,833.43		\$125,010.98
4220-130 (Elected Salary)	\$80,000.00	\$56,000.00		\$7,750.68
4220-220 (FICA)	\$38,660.24	\$27,062.17		\$1,812.66
4220-225 (Medicare)	\$8,968.93	\$6,278.25		\$9,575.82
4220-230 (NHRS)	\$3,751.27	\$2,625.89		\$0.00
4220-240 (Training)	\$35,343.40	\$24,740.38		\$3,392.75
4220-243 (Employee Testing)	\$6,800.00	\$0.00		\$9,743.32
4220-290 (Uniforms)	\$200.00	\$200.00		\$8,600.56
4220-340 (Contracted Services)	\$20,350.00	\$2,000.00		\$0.00
4220-410 (Electric)	\$16,907.60	\$11,835.32		\$0.00
4220-420 (Heat)	\$15,500.00	\$10,850.00		\$854.51
4220-430 (Water)	\$8,500.00	\$5,950.00		\$2,170.10
4220-433 (Dry Hydrant)	\$3,000.00	\$2,100.00		\$177.35
4220-435 (Hydrant Fees)	\$1.00			\$169,088.73
4220-450 (Telephones)	\$4,830.00			
4220-460 (Public Education)	\$4,200.00	\$2,940.00		
4220-610 (Printing)	\$600.00			
4220-620 (Supplies)	\$400.00			
4220-625 (Postage)	\$4,500.00	\$3,150.00		
4220-640 (Vehicle Fuel)	\$50.00	\$0.00		
4220-645 (Diesel Fuel)	\$2,750.00	\$1,925.00		
4220-720 (Building Maintenance)	\$6,000.00	\$3,000.00		
4220-730 (Vehicle Maintenance)	\$1,995.00	\$1,396.50		
4220-740 (Equipment Maintenance)	\$14,000.00	\$4,000.00		
4220-741 (Equipment Purchase)	\$7,500.00	\$0.00		
4220-742 (Equipment Lease)	\$16,500.00	\$0.00		
4220-840 (Mileage/Travel)	\$1,572.00	\$0.00		
4220-890 (Miscellaneous)	\$1.00	\$0.00		
4220-961 (EMS On Call)	\$1.00	\$0.00		
	\$26,000.00	\$26,000.00		
	\$442,929.20	\$271,886.94		
			Total EMS	\$440,975.67
Personell	\$357,491.79			
Supplies	\$11,750.56			
Training	\$9,575.82			
Fuel	\$4,925.00			
Contract Services	\$24,971.39			
Utilites	\$21,840.00			
Maintenance	\$6,251.01			
Equipment	\$2,170.10			
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