

## Middleton EMS Committee Meeting June 22, 2021

### Board Members:

Scott Ferguson, Chair  
Roxanne Tufts-Keegan, Secretary  
Jim Knapp  
David Morrison (absent)  
Jon Swift (absent)

Andrea Bowden, Vice-chair  
Jake Bourdeau  
Christine Maynard  
John Stevens  
Sarah Ferrazzani

### Public:

Tracy Donovan-Laviolette

Scott Ferguson called the meeting to order at 5:35pm.

Pledge of Allegiance led by Scott Ferguson.

Jim Knapp stated he was still waiting to hear back from Primex regarding worker's compensation. He asked what the town had to provide for per diem workers. It was stated that they could use the Firehouse or the office at the Old Town Hall that has been designated for the fire department. Jim stated anything over 32 hours worked weekly the town must provide benefits.

Jake commented he still hasn't been able to locate the DSN. He can't locate prior grant paperwork.

Jim stated he was missing 3 bills from Milton for 2020. He is going to follow up with Andrea to compare to her records.

John Stevens stated for 2019 Wakefield covered 6-8 calls for Middleton.

Scott commented about the 5/18/2021 EMS minutes to address the language regarding the July 2020 letter to the BOS from Milton, stating "letter went ignored by BOS" we were advised by the BOS that this task was handed off to Jake Bourdeau.

Scott stated he was still waiting on figures from Farmington because we still didn't have final call counts.

Andrea stated she was guaranteed to get numbers from Strafford dispatch by the end of the week.

Scott said he spoke with Waterville Valley 2 to 3 weeks ago about how their coverage works. Waterville Valley has 3 managers; 1) a safety director who oversees police, EMS, and fire, 2) Police chief, and a 3) Fire chief. Both the fire chief and police chief are cross-trained for fire, EMS, and police. They are full-time employees that cover the day shift. There are 7 full-time officers, and the

rest of the personnel is per diem. All personnel are crossed trained in fire, ems, and police. Personnel is required to live within a certain mileage range of Waterville Valley. Scott stated they would provide him with a copy of their schedule to see how coverage is handled. He expects to have this by the end of the week. Waterville Valley has a small year-round population. Most of the patrol is done on foot. Waterville's budget exceeds the total of Middleton's town budget. There were comments about having to keep up certifications for all coverages, police, ems, and fire.

Jake stated he was still waiting on call numbers.

Christine Maynard stated the Milton fire chief (Nick) provided a quote for Milton to cover Middleton. See attachment quote. These figures are based on 2020 calls. The figures are valuation/taxation based. Basically, the budget for Milton would be 70% Milton and 30% Middleton. Nick reviewed other town contracts and average costs was \$500. Scott requested a contract price per year, looking at a 3-year contract and not having to renegotiate every year. He suggested Christine reach back out to Nick and request numbers for a 3-year contract.

Andrea provided emails from 2008/2009 EMS study. See attached files. These were provided by John Mullen.

Scott provided a study provided by MRI from 2007 and it basically mirrors what we're experiencing today.

Scott asked if there had been any medical calls to the school. Currently there hasn't been any.

The committee is still waiting on numbers from Farmington and Wakefield. It was suggested we use the counts from the Milton quote to Farmington and Wakefield. This way we can compare "apples to apples".

Jim asked about per diem coverage for 6am-6pm. The cost would be \$94K. For 2020, there were 124 call including Saturday and Sunday and the cost was \$88.5K with potentially recouping \$74.4K.

Christine stated she emailed Nick (Milton fire chief) for the cost of both a 3- and 5-year contract. He is reluctant to offer a long-term contract without discussing with the Milton BOS.

There were concerns about dedicated services. It was stated Farmington would upgrade to cover Middleton.

Jake spoke about quality of care provided by various other towns. Scott asked if Middleton went per diem what level of care would we have. Jake commented it would most likely be advanced level care.

Jim asked Andrea if she would review the Primex contract.

Tracey Donovan-Laviolette asked if the EMS minutes were available on the town's website. There was no response. Scott stated draft minutes need to be available at the municipal building within 5

days of the meeting being held. Roxanne stated when she sends out both draft minutes and final minutes the tax collector/town clerk is included in the distribution list.

Roxanne made a motion to close the meeting and adjourn at 6:30pm. Jim seconded, all in favor, 8-0-0.

Scott reopened the meeting at 6:34pm.

Roxanne made a motion to accept the 6/1/2021 minutes. Scott seconded the motion. Motion passed 8-0-0.

Andrea made a motion to close the meeting and adjourn at 6:35pm. Jake 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 22 2021 5:31:02PM  
Fwd: Preliminary Proposal

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Milton Fire

Sent from my iPhone

Begin forwarded message:

**From:** Nick Marique <nickmarique@miltonfirerescue.com>  
**Date:** June 22, 2021 at 5:16:16 PM EDT  
**To:** christine maynard <christinemaynard32@live.com>, Jake Bourdeau <jakebourdeau80@gmail.com>  
**Subject: Preliminary Proposal**

Please let me know if you have any questions.

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)

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**From:** christine maynard <christinemaynard32@live.com>  
**Date:** Monday, June 21, 2021 at 9:40 AM  
**To:** Nick Marique <nickmarique@miltonfirerescue.com>  
**Subject:** Fwd: 5/25/2021 EMS draft minutes

2019/2020 calls



## *Milton Fire-Rescue*

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

*Nicholas Marique  
Chief*

June 22<sup>nd</sup> 2021

Middleton EMS Committee,

I was contacted by committee member Christine Maynard who requested I provide the committee with a cost for Milton Fire-Rescue to provide emergency medical services to the town of Middleton as a contracted service provider. I have historically provided Middleton town legal counsel with data formulated from 2019 and 2020 which showed cost share formulas for providing EMS coverage to the Town of Middleton. Some recognized cost share formulas include population, valuation, number of housing units, and call volume. In reviewing the data each of these cost share methods point to a split of service costs around 70% Milton and 30% Middleton. Based on these cost share methods the average annual portion owed to Milton from Middleton would be \$132,000. If the call volume for 2019 provided to me is accurate this would equate to a cost per call of around \$650. Additionally, I reviewed 17 municipal contracts where one community provided EMS services to another. The average cost of these contracts was determined to be \$478 per call. With that being said I have determined a fair and accurate cost per call to be \$500. It is my understanding that in 2019 Middleton EMS responded to just over 200 calls for service. Based on this information I propose the following contract options:

- **Coverage 24 hours per day 7 days a week- \$100,000**
- **Coverage 6am to 6pm 7 days per week- \$60,000**
- **Coverage 6am to 6pm Monday through Friday \$45,000**

These are preliminary numbers based on what is believed to be accurate data. The Milton Board of Selectmen is aware I am providing these cost estimates. If you choose to move forward in this direction a formal vote by the board will be required along with further negotiations. A contract will need to be formulated and reviewed by legal counsel. I would recommend review of the data by all parties involved to ensure fairness and accuracy.

Nick Marique

Fire Chief

Milton Fire-Rescue