



Newtown Volunteer Ambulance Association, Inc.

THESE MEETING MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF TRUSTEES
Meeting Minutes of July 12, 2022

The Board of Trustees of the Newtown Volunteer Ambulance Association held its regular meeting on Tuesday, July 12, 2022 at 6 Washington Avenue, Newtown, CT.

Present: Malcolm McLachlan (President), John Kortze (Vice President), Dana Demand (Vice President) via speakerphone, Harry Waterbury (Treasurer) via speakerphone, E. Patricia Llodra (Secretary), Joe Kearney, Chief Ryan Horn (planned late arrival)

Absent: Nancy McLachlan, Patrick Simms and Robert Soltis, MD

Staff Present: Susan Miles (NVAA Office Administrator)

Call to Order:

The NVAA Board of Trustees meeting was called to order at 7:31 p.m. by Mr. McLachlan. He welcomed Mr. Joe Kearney, a new trustee.

Treasurer's Report:

Mr. Waterbury reviewed the current financial position. Today's checking account balance is just over \$62,000. The balance in the Stifel accounts as of today is \$1.33 million which is roughly \$46,000 higher than his last report. Ambulance recovery continues to average \$80,000 per month. Some expense accounts are running over their forecasted amounts so we need to be aware of these line items during budget planning. Mr. McLachlan mentioned that the main account over budget is the Corps benefit for gas cards. We budgeted \$20,000 annually but have already spent \$35,000. Mr. Kortze inquired about the usage of utilities (gas and electric). Mr. McLachlan mentioned that we budgeted a total of \$48,000 and we are running YTD at \$38,000 with three months remaining in this FY. Mr. Kearney pointed out that when the mortgage was paid off in full, it was expensed as opposed to making a balance sheet entry reducing liabilities. Perhaps a timelier balance sheet entry would provide a more useful financial report. Mr. Waterbury will review the financial reporting philosophy with our outside accountant.

Acceptance of Treasurer's Report:

There was a motion by Mrs. Llodra and seconded by Mr. Kortze to accept the treasurer's report. The motion passed.

Acceptance of the Minutes of the May 17th Meeting:

Mrs. Llodra made a motion to accept the minutes of the May 17th meeting. It was seconded by Mr. Kortze and passed by the group.

President's Report:

Mr. Bill Halstead, long-time Chief of Sandy Hook Fire and the Town's Fire Marshall passed away unexpectedly. His funeral service will be this Friday at St. Rose. Also, Ms. Mary Hugo, a long-time former EMT at NVAC passed away two weeks ago. She was a dedicated member and trainer in the Corps.

The CAG numbers should increase from the reported \$77,000 today to over \$90,000 by the end of July. Most of the annual expenses have been paid for the year, including the medic contract so the remainder of the year should favor income-generating activity. Since March 1st, we have sent \$210,000 to Stifel for investment.

Chief's Report:

The Chief reported on specific plans for ambulance staffing during the Halstead wake and funeral. He mentioned that Corps members were represented at the recent service for EMT Mary Hugo.

NVAC has added five new trainees since our last meeting. Four are from the recent EMT training class. The raw quote for the new fly car is \$50,000 - \$55,000, inclusive of the radio mounts, but not the radio itself. The cost of the radio is roughly \$8,000 and high quality lights need to be priced. He will have a full itemized quote at the August meeting. Emergency responder vehicles are readily available. Mr. McLachlan added that the insurance for a new fly car would be roughly \$1,800 annually. There was a minor accident with 97-3 which tapped a BMW on private property. The insurance company has all the information required for the claim to be filed. He is presently working on the new annual budget. Some items he is considering for the building are overhead lamps for bedrooms and new bedding. Tango Tango will remain the same, but he needs additional funding for clips for roughly 20 radios that are coming by September. There is a \$3,000 allocation for health & wellness for annual medical checkups for the Corps at an urgent care facility that he will want to continue. He would like to have an allocation for an EMT-initiated counselling program to assist EMTs if necessary after traumatic calls. Mr. McLachlan believes that the State has a program that provides immediate on-site individual counselors for EMTs upon request. Mr. McLachlan is interested in what other area towns are doing in terms of medic coverage and the cost.

Old Business:

Mr. McLachlan mentioned that the plans for the purchase of the fly car are coming together and asked if there are any strong objections to continue forward. There were none.

New Business:

Mr. McLachlan mentioned that we need to construct a 3-5-year financial plan that includes a medic under a Plan B scenario.

Executive Session:

Mrs. Llodra made a motion for the trustees to move into executive session for the purpose of discussion of the medical contract. It was seconded by Mr. Kortze and passed.

Adjournment:

The executive session concluded at 8:31 p.m. A motion to adjourn was made by Mrs. Llodra and seconded by Mr. Kortze at 8:32 p.m. The motion was approved.

Respectfully submitted,

E. Patricia Llodra, Secretary
Newtown Volunteer Ambulance Association, Inc.