Town of Newport
Board of Selectmen
6:30 pm Regular Meeting, Municipal Building
Minutes for October 5, 2015

SELECTMEN PRESENT: Gary Nichols, Chairman; Todd Fratzel, Vice Chairman; David Hoyt, William Wilmot, Jeff Kessler

STAFF PRESENT: Shane P. O'Keefe, Town Manager; Paul J. Brown, Finance Director; Liselle Dufort, Town Clerk; Adelaide Kozlik, Deputy Town Clerk; Arnold Greenleaf, Superintendent of Waste Water Treatment Facility (WWTF); Ken Dennis, Buildings, Grounds and Cemetery Manager; George Hildum, Newport Tax Assessor

COMMUNITY MEMBERS PRESENT: Nick Scalera, Edmund Smith, David Kibbey

CALL TO ORDER: Chairman Nichols called the meeting to order at 6:34 p.m. followed by the Pledge of Allegiance.

Chairman Nichols addressed the public and explained that the meeting was starting late because the Board of Selectmen (BOS) had been in conference with Town counsel.

AGENDA REVIEW: Action Items: add New London Hospital Association, Inc. (Newport Health Center) request for charitable tax exemption to be heard before Forum (by O'Keefe), add Action Items E. Newport School Board and Town BOS meeting and F. Tax Deeded Properties (by O'Keefe). On a motion by Selectman Kessler, seconded by Selectman Hoyt; ***the Board accepted the agenda as revised. The motion passed 5-0-0.***

MINUTES FROM PREVIOUS MEETING: September 21, 2015. On a motion by Selectman Kessler, seconded by Selectman Hoyt; ***the Board approved the minutes of September 21, 2015 as presented. The motion passed 5-0-0.***
Chairman Nichols stated that the Town Manager wanted to change the format for approving minutes. Previously, the Board had approved the public and non-public minutes simultaneously. Town Manager O'Keefe wanted to vote on them separately to make it easier from a management standpoint. There was a consensus of the Board to the change the format. As of October 5, 2015 the BOS would be voting on the minutes of non-public sessions (NPS) separately. Sealed NPS minutes would remain sealed.

NPS One: On a motion by Selectman Kessler, seconded by Selectman Wilmot; ***the Board approved the minutes of non-public session one from September 21, 2015 as presented. The motion passed 5-0-0.***
NPS Two: On a motion by Selectman Wilmot, seconded by Selectman Kessler; ***the Board approved the minutes of non-public session two from September 21, 2015 as presented. The motion passed 5-0-0.***
Selectman Kessler addressed Town Manager O'Keefe and informed him that if copies of the minutes were sent to him electronically he would not need a hard copy.

CONSENT AGENDA: On a motion by Selectman Kessler, seconded by Selectman Wilmot; ***the Board approved the Consent Agenda of October 5, 2015. The motion passed 5-0-0*** (Attachment 1).

Charitable Tax Exemption request by New London Hospital Association, Inc. (Newport Health Center)
Town Manager O'Keefe explained that the Town had received a request for a charitable tax exemption from New London Hospital Association, Inc. for its present year (2015) taxes. He stated that the BOS had the opportunity to grant or deny the exemption. On a motion by Selectman Kessler, seconded by Selectman Hoyt; ***the Board voted to deny the request of the 2015 tax exemption application of the New London Hospital Association, Inc. because it does not meet the charitable requirements in accordance with RSA72:23L.***

Chairman Nichols asked if any Selectman had a question of Mr. Hildum while he was in attendance at the meeting. There were no questions for Mr. Hildum.

Chairman Nichols called for a vote on the motion. ***The motion passed 4-0-1 (Wilmot abstained).***

FORUM:

Mr. Edmund Smith addressed the Board members and stated he had addressed the BOS several months ago and asked that he be given answers to specific questions concerning the Newport airport. Mr. Smith reiterated his request and asked when he would receive answers to three questions that he again distributed to the Board members. There was a short discussion on Mr. Smith not receiving answers, the change in Town Managers and when Mr. Smith would receive answers to the questions. Town Manager O'Keefe addressed Mr. Smith and stated that he would have the answers within two weeks. That was acceptable to Mr. Smith. Chairman Nichols apologized for the delay and thanked Mr. Smith for attending the meeting.

Chairman Nichols acknowledged Mr. Kibbey. Mr. Kibbey addressed Chairman Nichols and stated that with the Board's permission he would like to speak under **INFORMATIONAL:** Wastewater Treatment Facility best practices. Chairman Nichols gave him permission.

COMMUNICATIONS:
Board of Selectmen
Selectman Wilmot had nothing at this time.

Selectman Kessler addressed Town Manager O'Keefe and asked if a timetable had been set for leaf pick-up around Town. He explained the practice of previous years. Town Manager O'Keefe stated that he had spoken to Mr. Wiggins and a 2015 schedule was being prepared. Selectman Kessler asked if the lines on the roads in Town would receive a new coat of paint before winter. The double yellow lines were not visible, making commuting at night a safety hazard. There was a general discussion about markings on various roads; the Selectmen were reminded of their decision to postpone the fall 2015 painting during budget season. Town Manager O'Keefe stated the cost of the line item would be $5-6,000. Selectman Fratzel stated that if the current condition presented a safety hazard, the lines should be painted. On a motion by Chairman Nichols, seconded by Selectman Kessler, ***the Board voted to instruct the Town Manager to have lines repainted on all asphalt roads in Newport. The motion passed 5-0-0.***

Selectman Kessler also informed the Board that the concrete sidewalk along Church Street was heavily pitted. He did not know the maintenance schedule for it. Town Manager O'Keefe explained the scheduling to the Board members and said that its repair was on the maintenance schedule. Last, the BOS was informed of the Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) meeting on Wednesday, October 14th at 6-8 pm in Lebanon, NH. Town Manager O'Keefe was invited to attend. Due to a conflicting meeting on October 14th for O'Keefe, Selectman Kessler extended the same invitation to the Town Manager for a future date.

Selectman Fratzel had nothing at this time.

Selectman Hoyt inquired about the letter to NHDOT concerning the condition of Main Street. Town Manager O'Keefe stated he had been in contact with Mr. King of NHDOT (Attachment 2) and that the State would seek to fix the condition of the road (Fall 2015) where drainage work had been done.

Chairman Nichols had nothing at this time.

Town Manager O'Keefe informed the Board that:

- ECON would be holding its annual organizational meeting on Thursday October 15, 2015. They would be discussing upcoming and pending projects.
- He had attended the timber harvest walkabout through the Town Forest with the forester and UNH Extension field specialist. He stated that the project was going very well and should be completed next week.
- He stated that the Town was in informal negotiations to see if the same logger would be able to do some work at the airport for a nominal fee. He explained that there are penetrations to the protected airspace (Approach Surface) which overlies the approach to Runway 36. He would keep the BOS apprised of the negotiations.
- Concerning the Boston Post Cane, the Town has contacted the individual proposed to be awarded the cane, and was hoping to hear back from her soon.
- The discussions and arrangements for the November 4th Governor and Council meeting in Newport were continuing. More information will be provided as it becomes available.
- Last week Newport was visited by the Department of Labor. A representative reviewed all Town facilities for compliance with labor laws. Minor infractions were found, but nothing the representative found was problematic. The Town will receive their report in the coming weeks.
- Town Manager O'Keefe has had discussions with the Town Clerk concerning some of the Town records. One possible project would be searchable Town meeting minutes. He gave details and explained a potential means to achieve the project.

INFORMATIONAL:

Bandstand Roof

Ken Dennis, Buildings, Grounds and Cemetery Manager, addressed the BOS and stated that recently a budgetary item had been brought to his attention by an upstanding citizen; that being the condition of the roof of the bandstand. He assured the BOS that the roof was not a potential leakage problem at this time and expected to conduct repairs in the spring of 2016. He had obtained a quote of $7,500 for architectural asphalt shingles. Mr. Dennis stated in his opinion it was not what the Town wanted to replace the current cedar shingles with. He said the bandstand was designed for cedar shakes and he recommended that the Town replace the current ones with new ones. Continuing, he stated that the current shakes had lasted thirty years. A new innovation in underlayment for cedar shakes called "cedar breather" would help the new roof to last forty five to fifty years. Mr. Nick Scalera, the original architect and designer of the current bandstand, was attending the BOS meeting to answer any questions from Board members. Continuing, Mr. Dennis explained that the community and local businessmen's desire was to replace the current cedar shakes with new cedar shakes. . He voiced their willingness to donate money to the project if necessary.

Chairman Nichols asked if Mr. Dennis had monetary figures for the cedar shingles.

Mr. Dennis stated that Mr. Scalera was at the meeting to address those questions.

Mr. Scalera stated that his numbers were approximately $3,500 for materials for clear red cedar shingles. The cedar breather would cost approximately $500 for a total of $4,000 for materials. Chairman Nichols asked for the cost of labor. Mr. Dennis stated it would be approximately $4,500. Mr. Scalera concurred.

Selectman Wilmot, for clarification, asked if the cost proposed would be an additional $1,000 for cedar shakes. There was a short discussion between Mr. Scalera and Selectman Wilmot.

Selectman Fratzel interjected and stated that the pricing that Mr. Scalera and Mr. Dennis were quoting was incorrect. He said that cedar shakes were much more expensive than a shingle roof. He stated that to replace the bandstand roof would be three to four times the price they were quoting.

Addressing Selectman Fratzel, Mr. Dennis itemized his numbers by material and labor and the cost of each.

Selectman Hoyt addressed Mr. Dennis and asked if asphalt shingles would work with the shape of the bandstand roof. Mr. Dennis informed the Board members they could but that there was a thirty year limited warranty for asphalt shingles. The Town had gotten thirty years from the old cedar shingles on the bandstand. The newer ones would last longer. He and Mr. Scalera explained the reasons for their longer durability. Mr. Dennis informed the BOS he would commission Mr. Scalera to complete the entire project, not stop when the "budgeted" money ran out.

Mr. Dennis gave the history of the old and current bandstand. He reiterated that it was his recommendation to the BOS that it be renovated as it was originally designed.

Chairman Nichols acknowledged Selectman Kessler. Selectman Kessler stated it was his recommendation to stay with cedar shakes. The BOS was discussing a long-term investment that was located in the center of the Town. The extra cost would pay out over time and it would be a more attractive structure.

Selectman Fratzel stated that an actual estimate was needed for the cedar shakes. He had an intense discussion with Mr. Dennis concerning the price of installing cedar as opposed to asphalt shingles. Mr. Dennis addressed the BOS and stated that for four years he had requested money at budget season to repair the bandstand roof and for four years it was cut out of his budget. Concluding, Mr. Dennis stated that the topic was informational at the October 5, 2015 meeting. He would provide the BOS with installation figures for both asphalt and cedar shakes. He stated that he hoped the BOS approved the cedar shakes. He reiterated that if their concern was monetary that businesspeople in Town were willing to donate to the project. Town Manager O'Keefe stated that if the BOS voted for asphalt shingles, the decision would have to go before the Heritage Commission for approval. Chairman Nichols concurred.

Chairman Nichols thanked Mr. Dennis and Mr. Scalera for the information and for attending the meeting.

Wastewater Treatment Facility best practices

Chairman Nichols stated that he had asked for this item to be placed on the agenda. He had requested that Mr. Greenleaf attend the meeting and discuss items that people should not put in their sewage, whether they were on Town sewer or had a septic tank.

Mr. Greenleaf addressed the Board and gave a lengthy explanation of what was and wasn't proper to put in private septage and community sewage. The most notable of which were "flushable wipes" which, while flushable, do not break down in the treatment process. He explained that due to improper disposal of such item the Town has had to purchase thousands of dollars' worth of new equipment for the WWTF.

He passed out a brochure (which can be obtained at the Town office) from NHDES which emphasized the information he gave to the BOS and viewing public.

Chairman Nichols acknowledged Mr. Kibbey. Mr. Kibbey stated that he had amended his leases to include verbiage that stated only human waste and toilet paper could be flushed down toilets in his rental properties. Tenants were sent the NHDES pamphlets; had to acknowledge receiving them and their lease was canceled if they violated the new provision in the lease. Chairman Nichols and Mr. Kibbey discussed residential septic system and leach field problems.

There was a discussion among the Selectmen, Mr. Kibbey and Mr. Greenleaf on the subject of septage and sewage. Chairman Nichols suggested that a brochure be sent to each household in the spring of 2016 with the newsletter from Mr. Robert Naylor, Superintendent of Water and Sewer. Mr. Greenleaf suggested posting the brochure on the Newport website. Chairman Nichols suggested putting it on the Town NCTV calendar. The Board concurred.

Mrs. Dufort addressed the Chair and stated that if the Town Clerk's office had copies of the DES brochure they would pass them out to individuals they service.

The Board members thanked Mr. Greenleaf for his information and time. Chairman Nichols thanked Mr. Kibbey for his input.

Provision of Ambulance Service

Town Manager O'Keefe stated that the BOS had been talking about the ambulance service for a long time, and there were concerns expressed and decisions made regarding service outside the Town. Internally the administration had been looking at the entire spectrum of ambulance services provided to the community. He explained the progress they had made in establishing an acceptable plan for the BOS.

Town Manager O'Keefe acknowledged Mr. Paul Brown, Finance Director and asked him to explain the numbers concerning staffing costs. Mr. Brown addressed the BOS explained the history of Newport Ambulance Service. He then explained in general terms the cost in personnel and ambulance replacement. Mr. Brown explained in more detail costs of the current level of service and then potential costs for a weekday 2nd shift to address increased service needs during the mid-day, as well as an alternative for the elimination of call shifts, which would be replaced by per-diem employees (Attachments 3-6). He answered all the Board members questions concerning potential staffing changes and costs incurred with the proposals.

Selectman Hoyt addressed Mr. Brown and stated that it was likely to be difficult to fill call positions during the week. He asked if the ambulance service would be able to fill the per-diem shifts. Mr. Brown stated that Fire Chief Conroy was talking to the staff to fill the slots required and was confident that the shifts would be filled. He and Captain Carleton were also looking for EMTs from outside of the Newport Service to fill any empty slots. He explained that with new regulations with the Affordable Care Act, particularly the number of hours worked weekly before health benefits are offered; the ambulance service would have to be careful with staffing. Selectman Hoyt reiterated his concern with the ambulance service filling the per-diem shifts and whether staff overtime would be used. Mr. Brown discussed his concern.

Mr. Brown addressed the BOS and stated that the proposal before the Board members would have to go before them at budget season. The ambulance service had time to discuss the commitments and construct a proposal for a per diem shift. There was again general discussion between the Board members and Mr. Brown concerning call personnel, coverage and financial details for contracted communities.

Selectman Hoyt addressed Mr. Brown and said that the numbers for overtime assistance for ambulance was incorrect. He said that he had spoken to the Town Manager concerning incorrect numbers he had been provided.

Chairman Nichols addressed Mr. Brown and asked for his proposal for adjusted fees for neighboring communities being served by the ambulance. Mr. Brown explained his proposal to the Board and stated that he would return to the BOS in November or December with a recommendation for fee changes.

Selectman Hoyt reiterated his skepticism of the Newport Ambulance Service being able to fill the staffing necessary. There was a discussion among the Board members about the proposed additional staffing.

Selectman Kessler addressed Mr. Brown and stated that one option not shown on the handouts was the cost of ending the Newport Ambulance Service and hiring an outside service. Mr. Brown stated he could not answer what the cost to Newport would be. He explained that there were not a lot of providers in the area. The larger companies would not staff the ambulance service the way the Town was used to. Using a hypothetical scenario, Mr. Brown stated that the nearest ambulance might be housed in Henniker, NH and Newport residents would be looking at a long commute.

Selectman Kessler reiterated his question. Mr. Brown stated that the BOS would have to be serious. Mr. Brown did not know what the number would be. Selectman Kessler stated if the question rose of disbanding or not, the Board should have an answer (for residents) such as keeping the ambulance would be less expensive and would provide better service. Mr. Brown addressed the question and ended by saying the Newport Ambulance Service would provide a better quality of care. Selectman Kessler and Chairman Nichols concurred.

Chairman Nichols asked when Newport needed to provide the contracted towns with the new information. Town Manager O'Keefe stated they needed it soon. Chairman Nichols asked if they could have it soon. Mr. Brown stated that unlike Newport, the contracted towns all had calendar fiscal years. He would have the information for the towns in time for their budget season. He would have information for the BOS as well with the tax impact of the new per diem proposal.

Selectman Hoyt asked to review and update the out-of-town contracts. Town Manager O'Keefe asked if there were concerns about the contracts. Selectman Hoyt said yes. Mr. Brown stated that some wording had been changed for the upcoming year; he would get copies to the Board members.

The Selectmen held a general discussion concerning the ambulance service. The need for a public hearing was negated; the BOS would await new information from Mr. Brown.

Chairman Nichols addressed the Board members and stated the following questions needed to be addressed in two weeks:

1. Did the BOS want to grant contracts to towns?
2. If they did, what rate structure did they wish to recommend?

There was a discussion between Board members and Mr. Brown concerning the potential rate structure and services Newport would provide.

Chairman Nichols reiterated that at the next BOS meeting, it would be decided whether to offer contracts to the towns and what rate structure would be used. Also, the Board members would have a copy of the new contract that would potentially be given to the towns.

ACTION ITEMS:

Accept and expend unanticipated funds per RSA 31:95-b (Town Clerk)

Town Clerk Lissette Dufort and Assistant Town Clerk Adelaide Kozlik addressed the BOS and explained the Town of Newport had received a grant of $9,874 to conserve six Town record books dated 1802-1882. Ms. Kozlik explained the group effort that went into applying for and being awarded the grant to preserve and restore some of the oldest Town records. Mrs. Dufort explained in detail the method in which the books would be preserved and how they would be stored when they were returned to the Newport offices. Mrs. Dufort told the BOS that two microfilms would be made of the books. One would go to the State Library; the Town office would receive a master digital copy. The Town office would make two copies, one for the Newport Historical Society and one for the Richards Free Library. On behalf of the BOS, Chairman Nichols thanked Mrs. Dufort, Ms. Kozlik and the staff in the Town Clerk's office for all their hard work.

Chairman Nichols asked for a motion to accept the grant and expend the funds. On a motion by Selectmen Wilmot, seconded by Selectman Kessler; ***the Board voted to accept the $9,874 grant under RSA 31:95-b for the restoration of the books for the Town Clerk to be expended and to authorize Town Manager O'Keefe to sign any documentation necessary to effectuate this decision. The motion passed 5-0-0.***

Accept and expend unanticipated funds

Town Manager O'Keefe addressed the BOS and stated that the Town had been contacted by the 2011 Revocable Trust of Virginia E. Parker. Virginia Parker had bequeathed $5,000.00 (each) to the Newport Police Department, Newport Fire Department and Newport Ambulance Service. He explained that under law the Town must vote to accept and expend the monies. The Town Manager did not have proposed expenditures from the different departments for the BOS. He stated potential expenditures and uses for the money. Town Manager O'Keefe stated it was his recommendation that the Town accept and authorize the expenditure of the money.

Accept and expend unanticipated funds per RSA 31:95-b (Police Department)

Chairman Nichols asked for a motion. On a motion by Selectmen Wilmot, seconded by Selectman Hoyt; ***the Board voted to accept the $5,000 under RSA 31:95-b for the Police Department to be expended and to authorize Town Manager O'Keefe to sign any documentation necessary to effectuate this decision. The motion passed 5-0-0.***

Accept and expend unanticipated funds per RSA 31:95-b (Fire Department)

Chairman Nichols called for a motion. On a motion by Selectman Hoyt, seconded by Selectman Wilmot; ***the Board voted to accept the $5,000 under RSA 31:95-b for the Fire Department to be expended and to authorize Town Manager O'Keefe to sign any documentation necessary to effectuate this decision. The motion passed 5-0-0.***

Accept and expend unanticipated funds per RSA 31:95-b (Ambulance Service)

Chairman Nichols called for a motion. On a motion by Selectman Hoyt, seconded by Selectman Kessler; ***the Board voted to accept the $5,000 under RSA 31:95-b for the Ambulance Service to be expended and to authorize Town Manager O'Keefe to sign any documentation necessary to effectuate this decision. The motion passed 5-0-0.***

School Board

Town Manager O'Keefe stated at the last BOS meeting there had been a discussion to meet with the Newport School Board on October 29, 2015 at the Town office. He had contacted Superintendent Gallagher and tentative plans were made. The original idea was to hold the meeting in the BOS room; in discussion he and Superintendent Gallagher had agreed that the Lou Thompson Room in the Sugar River Valley Technical Center (SRVTC) would be

more conducive to their gathering. Town Manager O'Keefe proposed the change to the BOS. Chairman Nichols addressed the Board members and asked if the change was acceptable. It was the consensus of the BOS that the meeting would be held in the Lou Thompson Room of the SRVTC on October 29, 2015 at 6:00 pm. NCTV would be asked to broadcast the meeting.

Tax Deeded Properties

Town Manager O'Keefe addressed the BOS and stated the BOS had authorized tax collectors deeds on five Newport properties. He said that two properties had gone through the tax collectors deeds process. Other buildings had been found inhabited; one of them was 431 Sunapee Street. Since the tax collector deed process, an individual has contacted the Town on behalf of the owner. He could get the property quit claimed to him. Explaining, Town Manager O'Keefe stated they would assume responsibility of the property and would be willing to enter into an agreement with the Town to pay off the tax deeding owed to the Town. He gave the BOS additional information on the tax payments and explained that the plan would negate the Town from assuming Title of the property. Town Manager O'Keefe asked the BOS if they would entertain the idea. There was a general discussion on the merits of allowing this to occur. Town Manager O'Keefe told the BOS that he would look into statutory implications. After further discussion, Chairman Nichols stated it was the consensus of the Board to authorize Town Manager O'Keefe to go forward with the process of the deeded property.

Town Manager O'Keefe told the BOS that two other properties (owned by Wilcox) were occupied. He had spoken to the Town attorney and it was recommended that they would be contacted and told this process would be happening. Because the individuals qualified, the Town would see if the welfare office could assist them. How to proceed had been advised by the Town attorney and he wanted the BOS to know.

APPOINTMENTS: none

ADJOURNMENT:

There being no further business in the public meeting, on a motion by Selectman Hoyt, seconded by Selectman Wilmot; ***the Board voted to adjourn the meeting at 7:59 pm. The motion passed 5-0-0.***

The next regular meeting of the Board of Selectmen is scheduled for Monday, October 19, 2015 at 6:30 p.m.

Respectfully submitted,

Maura Stetson

Maura Stetson, Scribe

Approved on October 19, 2015

Attachment 1
Attachment 2
Attachment 3
Attachment 4
Attachment 5
Attachment 6

TOWN OF NEWPORT

Board of Selectmen
CONSENT AGENDA
October 5, 2015

Department	Document Date	Document	Amount
Finance	September 22, 2015	AP Manifest	$636,794.19
Finance	September 22, 2015	AP Manifest	$535,240.33

FYI

TOWN OF NEWPORT, N.H.

October 2, 2015

Douglas R. King, P.E.
NHDOT District 2 Engineer
8 Eastman Hill Road
Enfield, NH 03748

Re: Main Street Improvements, Newport

Dear Mr. King,

I wish to thank you for attending the August 24, 2015 meeting of the Newport Board of Selectmen, during which you updated the Board on the Main Street infrastructure improvements project. At that meeting you stated that your plan was to shim the roadway surface if there is significant settlement of the pavement. As vehicular traffic has traversed the patched areas of pavement and time has passed since the job was wrapped up a few weeks back, it has become clear that the pavement has settled to a point that it will certainly create significant winter maintenance issues for the Town and safety concerns for pedestrians.

I respectfully request that the Department adequately address this settlement issue with sufficient surface repair work as soon as possible this fall to avoid the strong potential for hazardous conditions.

The Town recognizes the significant workload of the District 2 office and the limited funds available for your many project, and also appreciates the years of positive cooperation between the Town and the District. Nonetheless, it is evident that additional work must be brought to bear on Main Street right away to establish safe and reasonable conditions.

Many thanks,

Shane O'Keefe
Town Manager

Cc: Board of Selectmen
Larry Wiggins, P.E. Public Works Director

Municipal Building, 15 Sunapee Street, Newport, N.H. 03773 • Telephone: 603-863-1877 • Fax: 603-863-8008

CURRENT SERVICE LEVEL

Budget					
Division					460,101
Truck Replacement					45,000
Enhanced services					
					505,101
	Newport	Croydon	Goshen	Sunapee	
Populations	6,495	764	805	1,688	
	336,406	39,571	41,695	87,429	168,695
3 Year History:					
Calls	1,432	88	63	100	
	429,771	26,411	18,908	30,012	75,330
50/50	**383,088**	**32,991**	**30,301**	**58,721**	**122,013**
Prior revenue		13,748	14,375	16,503	44,626

Town of Newport
Proposed increase of weekday staffing

ESTIMATED COST: $49,733

CURRENT

6:00-18:00	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	FF/Medic	FF/Medic	FF/Medic	FF/Medic	Per-diem	Call*	Call*
EMS2	Per-diem	FF/EMT	FF/EMT	FF/EMT	FF/EMT	Call*	Call*
18:00-6:00							
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	Call*	Call*	Call*	Call*	Call*	Call*	Call*
EMS2	Call*	Call*	Call*	Call*	Call*	Call*	Call*

PROPOSED

6:00-18:00	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	FF/Medic	FF/Medic	FF/Medic	FF/Medic	Per-diem	Call*	Call*
EMS2	Per-diem	FF/EMT	FF/EMT	FF/EMT	FF/EMT	Call*	Call*
10:00-18:00							
EMS 3	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem	XXXX	XXXX
EMS 4	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem	XXXX	XXXX
18:00-6:00							
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	Call*	Call*	Call*	Call*	Call*	Call*	Call*
EMS2	Call*	Call*	Call*	Call*	Call*	Call*	Call*

* If call shift goes unfilled, it is offered as Per-diem.

Town of Newport
2nd/3rd EMS Calls
January 1, 2014 to June 30, 2015

Time of Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	**Average**	3rd Calls
0:00-0:59	0	0	0	0	0	0	1	1	0
1:00-1:59	0	0	0	1	0	0	1	2	0
2:00-2:59	0	0	0	0	1	0	0	1	0
3:00-3:59	0	0	0	0	0	0	0	0	0
4:00-4:59	0	2	1	0	0	1	1	5	0
5:00-5:59	0	0	0	1	2	0	1	4	0
6:00-6:59	1	0	0	0	0	0	1	2	0
7:00-7:59	0	1	2	0	2	2	1	8	4
8:00-8:59	3	2	0	0	2	2	2	11	1
9:00-9:59	3	1	4	1	3	0	3	15	1
10:00-10:59	2	3	4	4	1	2	2	18	2
11:00-11:59	9	2	2	7	4	1	1	26	4
12:00-12:59	4	1	3	3	3	5	0	19	3
13:00-13:59	2	3	3	3	2	0	0	13	2
14:00-14:59	5	0	2	5	3	4	3	22	2
15:00-15:59	3	1	3	4	0	5	2	18	1
16:00-16:59	2	1	1	1	2	1	2	10	3
17:00-17:59	3	2	5	2	2	1	3	18	3
18:00-18:59	2	1	0	2	1	1	2	9	3
19:00-19:59	1	1	1	1	1	0	1	6	0
20:00-20:59	1	0	2	0	1	3	2	9	0
21:00-21:59	1	0	0	0	0	4	1	6	0
22:00-22:59	0	0	0	0	0	0	1	1	0
23:00-23:59	0	1	0	1	0	0	1	3	0
	42	22	33	36	30	32	32	227	29

Weekday 10:00 to 18:00 = 101 calls

Town of Newport
Proposed change elimination of call shifts

ESTIMATED COST: $110,460

CURRENT

6:00-18:00	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	FF/Medic	FF/Medic	FF/Medic	FF/Medic	Per-diem	Call*	Call*
EMS2	Per-diem	FF/EMT	FF/EMT	FF/EMT	FF/EMT	Call*	Call*
18:00-6:00							
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	Call*	Call*	Call*	Call*	Call*	Call*	Call*
EMS2	Call*	Call*	Call*	Call*	Call*	Call*	Call*

* If call shift goes unfilled, it is offered as Per-diem.

PROPOSED

6:00-18:00	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	FF/Medic	FF/Medic	FF/Medic	FF/Medic	Per-diem	Per-diem	Per-diem
EMS2	Per-diem	FF/EMT	FF/EMT	FF/EMT	FF/EMT	Per-diem	Per-diem
18:00-6:00							
Houseman	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT	FF/EMT
EMS1	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem
EMS2	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem	Per-diem

Newport EMS
Shift Coverage
January 4, 2015 to September20, 2015

		Monday	Tuesday	Wednesda	Thursday	Friday	Saturday	Sunday		
0:00	Call	67	68	61	62	61	66	63	448	
	Per-diem			1	1				2	
	FT - OT								0	
	Open	7	6	12	11	13	8	11	68	
6:00	Call						32	29	61	
	Per-diem						35	43	78	
	FT - OT						1		1	
	Open						5	2	7	
12:00	Call						32	33	65	
	Per-diem						36	39	75	
	FT - OT						1		1	
	Open						6	2	8	
18:00	Call	51	48	53	50	40	6	32	280	
	Per-diem	19	23	17	21	27	61	35	203	
	FT - OT								0	
	Open	4	3	4	3	7	7	7	35	
TOTAL	Call	118	116	114	112	101	136	157	854	64.1%
	Per-diem	19	23	18	22	27	132	117	358	26.9%
	FT - OT	0	0	0	0	0	2	0	2	0.2%
	Open	11	9	16	14	20	26	22	118	8.9%
TOTAL		148	148	148	148	148	296	296	1332	

LEVEL OF SERVICE CHANGES

WEEKDAY 2nd SHIFT

Budget					
Division					460,101
Truck Replacement					45,000
Enhanced services					49,733
					554,834
	Newport	Croydon	Goshen	Sunapee	
Populations	6,495	764	805	1,688	
	369,529.00	43,467	45,800	96,038	185,305
3 Year History:					
Calls	1,432	88	63	100	
	472,087	29,011	20,769	32,967	82,747
50/50	**420,808**	**36,239**	**33,285**	**64,502**	**134,026**
Prior revenue		13,748	14,375	16,503	44,626

ALL PER-DIEM

Budget					
Division					460,101
Truck Replacement					45,000
Enhanced services					110,460
					615,561
	Newport	Croydon	Goshen	Sunapee	
Populations	6,495	764	805	1,688	
	409,974.23	48,225	50,813	106,549	205,587
3 Year History:					
Calls	1,432	88	63	100	
	523,757	32,186	23,042	36,575	91,804
50/50	**466,866**	**40,206**	**36,928**	**71,562**	**148,695**
Prior revenue		13,748	14,375	16,503	44,626

TOTAL

Budget					
Division					460,101
Truck Replacement					45,000
Enhanced services					160,193
					665,294
	Newport	Croydon	Goshen	Sunapee	
Populations	6,495	764	805	1,688	
	443,097.27	52,121	54,918	115,158	222,197
3 Year History:					
Calls	1,432	88	63	100	
	566,073	34,787	24,904	39,530	99,221
50/50	**504,585**	**43,454**	**39,911**	**77,344**	**160,709**
Prior revenue		13,748	14,375	16,503	44,626