

**MINUTES OF THE MILLVILLE  
TOWN COUNCIL MEETING  
February 9, 2016 @ 7:00 PM**

In attendance were Deputy Mayor Bob Gordon, Council Members Susan Brewer and Steve Maneri; Town Manager Debbie Botchie, Town Solicitor Seth Thompson, and Town Executive Assistant Matt Amerling.

**1. CALL TO ORDER:**

Deputy Mayor Bob Gordon called the meeting to order at 7:00 p.m.

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

**3. ROLL CALL**

**4. ADOPTION OF TOWN COUNCIL MINUTES**

A. Adoption of Town Council Minutes – January 12, 2016

B. Adoption of Town Council Workshop Minutes – January 26, 2016

Council Member Steve Maneri motioned to approve the Council minutes for January 12, 2016, and the Council workshop minutes for January 26, 2016. Council Member Susan Brewer seconded the motion. Motion carried 3-0.

**5. FINANCIAL REPORT – Council Member Susan Brewer**

A. January 2016

Council Member Susan Brewer read the Financial Report for the month ending 1/31/16.

**January 31, 2016:**

General Revenue: \$ 53,372. General Expenses: \$ 35,423.

Restricted Revenue: 3,281. Restricted Expenses: 7,466.

Mr. Maneri motioned to approve the Treasurer's Report for the month ending January 31, 2016. Ms. Brewer seconded the motion. Motion carried 3-0.

**6. ADMINISTRATIVE MATTERS**

A. Administrative Report for January 2016 – Town Manager

Town Manager Debbie Botchie stated this past Friday, February 5, 2016, was the last day for filing for the two (2) open seats on Town Council, and there will be no election as only two (2) applicants applied for the seats. Ms. Botchie stated Council Member Steve Maneri will retain his seat on Council, and Millville resident Valerie Faden, of the Villas at Cedar Cove, will be filling the other vacancy. Ms. Botchie further stated at the February 23, 2016, Town Council Workshop, the Council will be hosting a forum with questions for the three (3) applicants to fill former Council Member Harry Kent's seat, with those applicants being Linda Kent of Coventry,

Tony Gough of Coventry, and Steve Small of Bishop's Landing.

### **MOTION TO ENTER PUBLIC HEARING**

Mr. Maneri motioned to enter into public hearing at 7:08 p.m. Mr. Gordon seconded the motion. Motion carried 3-0.

### **7. OLD BUSINESS**

#### **A. (1) Discussion on the Millville Volunteer Fire Company's (MVFC) new program entitled "Community Discount Ambulance Service Program" – Doug Scott, Chief**

Mr. John Watson, of the MVFC, stated he is here tonight in place of Mr. Doug Scott to answer any questions Council or the public may have regarding the ambulance program. Mr. Watson stated one of the bits of information nobody asked at the previous meeting was how many calls does the MVFC actually run in the Town. Mr. Watson stated within the Town limits for the year 2015, there were eighteen (18) fire calls and three-hundred-eighty-three (383) EMS calls.

#### **(2) Residents / Property Owners Comments and Questions**

Mr. Marshall Gevinson, of Bishop's Landing, asked if the thirty-five dollars (\$35) would be per household. Town Manager Debbie Botchie stated yes, and the Town would include the fee on the homeowner's tax bill, and it would show as a fee. Ms. Botchie stated the Town would collect the fee annually. Mr. Watson stated the way the program currently works, the MVFC sends a subscription to homeowners, asking for a fifty dollar (\$50) donation, which covers anyone who lives in the immediate household, and includes transportation to the hospital and waives the normal sixty-five dollar (\$65) fee which is billed if an ambulance comes out and a resident refuses transportation. Mr. Watson stated the \$35 subscription covers an innumerable amount of times the EMS will come out to your home, so if the EMS come to your property twenty-five (25) times a year even if it's just to help a disabled person back up into bed, you will always be covered by the \$35 subscription.

Mr. Steve Small, of Bishop's Landing, stated there was significant discussion at the previous Council meeting regarding the larger staff-sized employers in Town and asked whether the MVFC looked at any tiered structure for fees of businesses which the MVFC can recommend to Council. Mr. Watson stated he sat down and met with Mr. Doug Scott over a couple of days, and they decided they wanted to keep the program simple to get started. Mr. Watson stated Mr. Scott and he were worried about creating extra work and the paper trail of trying to manage such businesses and its employees. Mr. Small stated he is asking because of Mr. Watson's numbers regarding MVFC's service calls last year, and if Mr. Small were to add those together, it comes to a total that is less than the number of second alarms which the MVFC had in total last year. Mr. Small further stated it tells him even as the MVFC is starting this program with the towns, the MVFC has a significant amount of coverage outside, and that is why Mr. Small wondered if the MVFC was going to tier the fees. Mr. Watson stated maybe at the two-year mark, the MVFC will have had a little more time to see how the program is working, and if other funding arrangements are not made by then, the MVFC can come back and request a tiered system because they know there is an impact here. Mr. Small asked, regarding renters, if

the MVFC will be able to share the renter information of those they pick up with the Council to make sure the renter is in fact renting said Town property. Ms. Botchie stated such an action is not within the realm of the MVFC's duties. Mr. Watson stated with renters, if someone is renting for a weekend or so, the MVFC will acquire two addresses from the renter(s) – one being the address in Town where the renter is picked up, and the other being the home address found on the renter's driver's license – and that will have to be coordinated with the Town's renter's records to see if that person is in fact renting at the place where we pick them up. Mr. Watson stated because this program has not yet been implemented, there is no background data to research in terms of the tiered system or billing renters, so with the two-year period, the MVFC should be able to gain a lot of data and figure out what method works best.

Ms. Linda Kent, of Cypress Point Trail, asked if the MVFC will be administering the program and taking care of all the paperwork (billing) or will the group in Dover be taking care of it. Mr. Watson stated the group is up in Newark and they will handle the billing by having a list of those residents who have paid the subscription fee, so they will know who is a part of the service and who is not. Mr. Watson stated if a visitor is picked up at the residence and they are billed because their name is not on the list, then the visitor can call the MVFC and a refund will be issued.

Council Member Steve Maneri asked how many EMS calls in Town are sent to the Millville Walk-in Clinic. Mr. Watson stated he believes about one-hundred-eighty (180) calls.

Town Solicitor Seth Thompson stated the proposed agreement he saw refers to residences, and of the three-hundred-eighty-three (383) EMS calls, of course residences are different from commercial structures/businesses, so, of the 383 calls, does Mr. Watson have any idea how many calls were homes versus businesses? Mr. Watson stated he was not sure. Mr. Thompson asked if the thirty-five dollar (\$35) fee is based on the number of homes in Town and does it factor in businesses at all. Mr. Watson stated businesses are factored into the \$35 fee and every residence is "an improved property," meaning a house has to be on the property and a vacant lot would not be billed. Ms. Botchie stated she has checked with the Town's financial software representative and they can set it up for the Town at no additional cost, to put the fee onto parcels with no improvements. Mr. Thompson stated there is some minutiae to cover because a shopping center could be one parcel. Ms. Botchie stated yes, the Giant Food store and all of the stores next to it are on one parcel and the Town and MVFC would have to discuss how each business would get charged the subscription fee.

Mr. Small asked if the actual language of both the formal motioning here and the actual language of the contract – if the motion is adopted – be structured in such a way that adaptations to it could be subject to change so one doesn't have to get into the detail at this time. Mr. Thompson stated yes, if the Council ends up approving the program, Mr. Thompson thinks the other next step is going to be authorizing the Town Manager to negotiate a contract which has all of the specifics in there and makes sense. Mr. Thompson further stated the other element he was considering was making sure the Town is within its bounds of authority; he knows other towns have done this, and the Council has the ability to organize for ambulance service. Mr. Watson stated this was the reason why the MVFC would not implement the service

until 2017, so the fine details could be ironed out.

**MOTION TO CLOSE PUBLIC HEARING**

Ms. Brewer motioned to close the public hearing at 7:27 p.m. Mr. Maneri seconded the motion. Motion carried 3-0.

(3) Discuss and possible vote on Millville Volunteer Fire Company's (MVFC) new program entitled "Community Discount Ambulance Service Program."

Deputy Mayor Gordon request individual vote. Mr. Maneri recused himself.

Mr. Gordon motioned to approve the Millville Volunteer Fire Company's (MVFC) new program entitled "Community Discount Ambulance Service Program" conditioned upon the Solicitor's confirmation of Town authority and an agreement negotiated by the Town Manager. Ms. Brewer seconded the motion. Mr. Gordon voted yes. Ms. Brewer voted yes. Mr. Maneri abstained. Motion carried 2-0-1.

**8. PROPERTY OWNERS/AUDIENCE COMMENTS AND QUESTIONS**

There were no comments.

**9. ANNOUNCEMENT OF NEXT MEETING** – The next meeting will be the Town's workshop on February 23, 2016.

**10. ADJOURNMENT**

Ms. Brewer motioned to adjourn the meeting at 7:30 p.m. Mr. Maneri seconded the motion. Motion carried 3-0.

Respectfully submitted,  
Matt Amerling, Executive Assistant