Newtown Volunteer Ambulance Association, Inc.

THESE MEETING MINUTES ARE SUBJECT TO APPROVAL BY THE BOARD OF TRUSTEES

Minutes of Regular Meeting of June 10, 2025

The Board of Trustees of the Newtown Volunteer Ambulance Association held a regular meeting on Tuesday, June 10, 2025 at 6 Washington Square, Newtown, CT at 7:30 pm.

Present: Malcolm McLachlan (President), Joe Kearney (VP), Dan Rosenthal (Treasurer - remote), Pat Llodra (Secretary), Chief Michelle Greenspan, Jim Filan (remote), Nancy McLachlan and Kristen Velsmid
Absent: Patrick Simms
NVAC EBoard Present: Asst. Chief Scott Cicciari, EMT Jenn Newsom
NVAC Present: EMT Liz Cain
NVAA Staff Present: Susan Miles

Call to Order:
The NVAA Board of Trustees meeting was called to order at 7:30 pm by Mr. McLachlan.

Public Participation:
None

Treasurer's Report:
Mr. Rosenthal reported that there is $114,517 on deposit at Newtown Savings Bank. After all outstanding checks clear there will be just over $50,000 in checking. Total holdings at Stifel are $2,671,909 of which $812,935 is cash; $1,034,155, equities and $824,819, fixed-income. The combined total assets are $2,786,426. There were no questions.

Acceptance of Treasurer's Report:
Mr. Kearney made a motion to accept the treasurer's report. It was seconded by Mrs. Llodra and passed unanimously.

Acceptance of Minutes of the May 13, 2025 meeting:
Mrs. Llodra made a motion to accept the minutes of the May 13th meeting. The motion to accept the minutes was seconded by Mrs. McLachlan and passed.

Chief's Report:
After a brief update, Chief Greenspan noted that the process of making compensation to Corps members for specific work done in the QA area or in any other area needs to be

more transparent for the Chief. After some discussion it was agreed to move forward with a future agenda item to review the process of identification of all committee payments.

President's Report:
Mr. McLachlan reported that the Town BOE facilities director John Barlow reviewed the plans for the new boiler project and had positive thoughts about the unit and the price.

Mr. McLachlan asked for recommendations for printers for the annual Fund Drive letter. Several ideas for leads were suggested from the group such as a printer in Southbury, Voices newspaper, the Chamber of Commerce and Stamford EMS.

Old Business:
Mr. McLachlan reviewed last month's approval of funds for the new boiler. An additional amount of $4,000 to have boiler parts on-hand is recommended should there be a need. This would virtually eliminate waiting time for replacement parts for our 24/7 organization. Mrs. Llodra made a motion to increase the price of the boiler by $4,000 to include the parts inventory. The motion was seconded by Mr. Kearney and approved unanimously.

Mrs. McLachlan presented the 2025 scholarship committee report. She reviewed the criteria for applicants and mentioned that a copy of this year's announcement was sent to all trustees. The application deadline is August 1st. The recipients will be presented with a check and certificate in December.

Mr. McLachlan mentioned that a new McChord letter will be sent to the foundation tomorrow as part of our grant request.

New Business:
Mr. McLachlan would like to appoint a short-term staffing task force to provide due diligence around the issue of remaining a volunteer organization. He expects the committee to be comprised of a subset of trustees and NVAC EMTs. Ms. Velsmid made a motion which was seconded by Mrs. McLachlan to allow the president to appoint a committee of trustees and others to review staffing issues at NVAC. The motion passed unanimously.

Newtown VNA would like to use the ambulance classroom for their monthly meetings on the first Tuesday of the month from September 2025 – May 2026. The organization used the facility prior to COVID. Mrs. Llodra made a motion to approve Newtown VNA's use of the building for meetings. It was seconded by Mr. Kearney and unanimously approved. We will ask them to forward a copy of their proof of insurance.

Adjournment:
There was a motion made by Mrs. Velsmid and seconded by Mrs. Llodra to adjourn the meeting. The motion passed and the meeting was adjourned at 8:10 pm.

Respectfully submitted,

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

NEWTOWN VOL. AMBULANCE
Balance Sheet
As of May 30, 2025

	May 30, 25
ASSETS	
Current Assets	
Checking/Savings	70,454.27
Other Current Assets	3,265,814.87
Total Current Assets	3,336,269.14
Fixed Assets	
1700 FIXED ASSETS	6,451,319.43
1769 2025 Ambulance PowerLoad	61,990.32
Total Fixed Assets	6,513,309.75
Other Assets	-2,902,674.43
TOTAL ASSETS	**6,946,904.46**
LIABILITIES & EQUITY	
Liabilities	-35,964.00
Equity	
2998 PERM RESTIRCTED NET ASSET	95,757.19
2999 UNRESTRICTED NET ASSETS	6,528,996.24
Net Income	358,115.03
Total Equity	6,982,868.46
TOTAL LIABILITIES & EQUITY	**6,946,904.46**

CASH ON HAND 2 6/7/25		
NSB Main Checking	38,912	(includes payments 50k Paramedic & Boiler deposit)
NSB Money Mkt	192	
NSB Corps checking	968	
Stifel Money Market at 5/30/25	893,466	
Stifel Horizon at 5/30/25	1,201,346	
Stifel Bahl & Gaynor at 5/30/25	562,812	

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
May 2025

	May 25	Oct '24 - May 25	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 22-May 2023	Annual Budget
Ordinary Income/Expense							
Income							
3000 FUND DRIVE	1,908.01	72,356.49	64,900.00	7,456.49	111.49%	62,796.71	65,000.00
3100 DONATIONS	28.00	6,262.64	2,750.00	3,512.64	227.73%	5,562.52	5,000.00
3300 GRANTS	0.00	113,470.65	0.00	113,470.65	100.0%	7,000.00	2,000.00
3350 Income EMT Classes	550.00	15,340.00	15,300.00	40.00	100.26%	15,250.00	20,000.00
3601 OTHER INCOME	0.00	5,295.00	0.00	5,295.00	100.0%		0.00
3700 Ambulance Revenue Recovery	89,561.89	763,467.43	667,219.00	96,248.43	114.43%	643,707.11	1,200,000.00
Total Income	92,047.90	976,192.21	750,169.00	226,023.21	130.13%	734,316.34	1,292,000.00
Expense							
4000 ACCOUNTING/Auditor							
4001 Bookkeeping	781.00	8,077.00	10,900.00	-2,823.00	74.1%	10,546.47	15,000.00
4000 ACCOUNTING/Auditor - Other	0.00	12,000.00	11,000.00	1,000.00	109.09%	11,000.00	11,000.00
Total 4000 ACCOUNTING/Auditor	781.00	20,077.00	21,900.00	-1,823.00	91.68%	21,546.47	26,000.00
4100 ADVERTISING	0.00	72.50	3,000.00	-2,927.50	2.42%		4,500.00
4300 AMBULANCE						685.00	
4301 MAINTENANCE & REPAIR	6,172.74	44,751.52	23,340.00	21,411.52	191.74%	14,223.05	35,000.00
4302 Collision Repair	0.00	4,925.00	5,000.00	-75.00	98.5%	9,928.80	10,000.00
4303 Equipment Repairs	497.21	4,351.86	1,360.00	2,991.86	319.99%	5,597.27	2,000.00
4303A Equip Service Contracts	1,186.94	20,541.97	0.00	20,541.97	100.0%	-	0.00
Total 4300 AMBULANCE	7,856.89	74,570.35	29,700.00	44,870.35	251.08%	29,749.12	47,000.00
5000 BANK CHARGES	25.00	3,390.02	2,668.00	722.02	127.06%	4,094.71	4,000.00
5500 COMMUNICATIONS	1,893.71	8,651.32	6,868.00	1,783.32	125.97%	9,328.26	10,300.00
5700 TRAINING MEMBERS	1,471.40	2,640.20	13,336.00	-10,695.80	19.8%	4,448.70	20,000.00
5770 TRAINING COMMUNITY	1,930.99	18,464.71	16,680.00	1,784.71	110.7%	23,215.61	25,000.00
5790 UNIFORMS	1,663.25	4,869.14	8,925.00	-4,055.86	54.56%	5,708.40	10,000.00
5800 CORPS BENEFIT	4,601.91	39,336.29	46,347.00	-7,010.71	84.87%	41,233.02	66,840.00
6000 HEALTH & WELLNESS	0.00	0.00	1,000.00	-1,000.00	0.0%	410.00	2,000.00
7000 INSURANCE	0.00	35,255.00	35,000.00	255.00	100.73%	32,831.00	70,000.00

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
May 2025

	May 25	Oct '24 - May 25	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 22-May 2023	Annual Budget
7100 LICENSE & REG	0.00	20.00	600.00	-580.00	3.33%	609.13	800.00
7200 MEDICAL SUPPLIES	524.67	11,928.31	13,336.00	-1,407.69	89.44%	10,524.49	20,000.00
7300 Office Expense & Supplies	-470.06	7,605.03	5,016.00	2,589.03	151.62%	681.71	7,500.00
7500 6 WASHINGTON Maint/Costs							
7501 CommonCharge Town (semi)	0.00	3,035.13	3,200.00	-164.87	94.85%	3,035.13	6,400.00
7503 CLEANING	1,140.00	7,372.00	21,672.00	-14,300.00	34.02%	20,733.80	30,000.00
7505 Maintenence Contracts	2,466.47	28,074.58	41,110.00	-13,035.42	68.29%	32,144.01	51,473.00
7509 Misc Building Costs& Exp	125.00	12,862.03	30,000.00	-17,137.97	42.87%	9,759.30	45,000.00
7510 GARBAGE	96.00	672.00	800.00	-128.00	84.0%	672.00	1,200.00
7700 UTILITIES	7,197.91	44,413.58	38,386.00	6,027.58	115.7%	36,060.08	67,000.00
Total 7500 6 WASHINGTON Maint/Costs	11,025.38	96,429.32	135,168.00	-38,738.68	71.34%	102,404.32	201,073.00
7600 TECHNOLOGY	2,344.25	15,323.27	10,880.00	4,443.27	140.84%	10,055.47	15,800.00
7610 Landscape Main/Washington	0.00	3,384.00	4,600.00	-1,216.00	73.57%	3,100.00	4,600.00
8500 FUND RAISING EXPENSE	0.00	0.00	0.00	0.00	0.0%	-	9,000.00
8602 EMS back up	0.00	5,000.00	9,750.00	-4,750.00	51.28%	9,200.00	15,000.00
8603 Secondary Paramedic	0.00	0.00	315,000.00	-315,000.00	0.0%	-	495,000.00
8700 Primary Paramedic Contract	50,000.00	150,000.00	150,000.00	0.00	100.0%	150,000.00	206,000.00
9000 PAYROLL	2,282.30	21,228.31	23,336.00	-2,107.69	90.97%	25,405.09	35,000.00
9100 REFUND INSURANCE PAYMENT	0.00	6,191.00	1,000.00	5,191.00	619.1%	4,927.01	1,000.00
9200 CAG ADMIN FEE	5,312.63	40,284.22	34,981.00	5,303.22	115.16%	36,197.77	60,000.00
Total Expense	91,243.32	564,719.99	889,091.00	-324,371.01	63.52%	527,855.28	1,356,413.00
Net Ordinary Income	804.58	411,472.22	-138,922.00	550,394.22	-296.19%	206,460.96	-64,413.00
9700 Trustee expense							
9701Holiday recognition	0.00	0.00	0.00	0.00	0.0%	59,099.00	0.00
9702 Stipends	600.00	17,600.00	14,400.00	3,200.00	122.22%	12,000.00	21,600.00
9703 Scholorships	0.00	12,500.00	15,000.00	-2,500.00	83.33%	15,250.00	15,000.00
9704 Legal Expenses	0.00	297.50	4,000.00	-3,702.50	7.44%	4,505.00	6,000.00
9705 Other Trustee Expenses	318.29	856.00	2,000.00	-1,144.00	42.8%	959.86	3,000.00

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May 2025

	May 25	Oct '24 - May 25	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 22-May 2023	Annual Budget
9706 CAG/Billing Stipend	2,500.00	2,500.00	0.00	2,500.00	100.0%	3,000.00	5,000.00
9707 Bonus admin	0.00	3,500.00	5,000.00	-1,500.00	70.0%	4,000.00	5,000.00
9708 Event & Facilities coordin	0.00	2,500.00	2,500.00	0.00	100.0%	2,500.00	2,500.00
9709 Incentive Plan Bonus	0.00	60,315.00	105,000.00	-44,685.00	57.44%	32,712.00	140,000.00
Total 9700 Trustee expense	3,418.29	100,068.50	147,900.00	-47,831.50	67.66%	134,025.86	198,100.00
TOTAL INCOME (-Loss)	-2,613.71	311,403.72	-286,822.00	598,225.72	-108.57%	72,435.10	-262,513.00
3501 INTEREST AND DIVIDENDS	718.36	2,048.52	0.00	2,048.52	100.0%		0.00
3600 INVESTMENT GAINS	42,085.43	44,662.79	0.00	44,662.79	100.0%		0.00

CAPITAL EXPENDITURES

2 LifePaks
(reimbursed by Town of Newtown)
107,022.30

EMS Technology
IT EMS program 7,345.00

Motorola Paramedic Radio 7638.56
Stryker Power Load new ambulance
61,951.84

New Boiler & Parts (Edgerton)
50% Deposit $32,389.50