Newtown Volunteer Ambulance Association, Inc.

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

Minutes of Regular Meeting of September 16, 2025

The Board of Trustees of the Newtown Volunteer Ambulance Association held a regular meeting on Tuesday, September 16, 2025 at 6 Washington Square, Newtown, CT at 7:30 pm.

Present: Malcolm McLachlan (President), Joe Kearney (VP), Pat Llodra (Secretary), Dan Rosenthal (Treasurer), Jim Filan (remote), Nancy McLachlan and Kristen Velsmid
Absent: Chief Michelle Greenspan and Patrick Simms
NVAC EBoard Present: Asst. Chief Scott Cicciari and EMT Gavin Arneth (present until 8:00 pm)
NVAA Staff Present: Susan Miles

Call to Order:
The NVAA Board of Trustees meeting was called to order at 7:34 pm by Mr. McLachlan.

Mr. McLachlan recognized Mrs. Llodra who made a motion for a modification to the meeting's agenda in Executive Session to include a discussion of legal strategy and attorney opinion regarding potential litigation. The motion was seconded by Mrs. McLachlan and passed unanimously.

Public Participation:
EMT Cicciari pointed out that nursing home calls comprise 30+% of the entire call volume. Mr. McLachlan mentioned that perhaps Dispatch can be of assistance with information about these calls to make them go more smoothly. Perhaps there is an opportunity for a donation from these locations. Mr. McLachlan thought a discussion with the Town would be useful.

EMT Cicciari reported his concern that a 2nd responder was not available from NVAC that went mutual aid and resulted in a response time of 30+ minutes. A short discussion followed.

EMT Cicciari announced that he will be stepping down at the conclusion of this term.

EMT Arneth reported that there was a dramatic shift in the direction, morale and energy of the Corps when the present leadership was elected into office nearly two years ago.

The Chief is probably not going to re-up for another term partly because of a lack of engagement with the NVAA trustees. EMT Arneth suggested that NVAA reach out to the NVAC leadership.

Treasurer's Report:
Mr. Rosenthal reported that as of the close of business NVAA's total assets are $2,725,659. Newtown Savings Bank has $73,672 on deposit and Stifel has a total of $2,651,987. Stifel's holdings are divided as follows: $688,659, cash; $1,107,230, equity and $856,098, governments.

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 July 8, 2025 meeting:
Mrs. McLachlan made a motion to accept the minutes of the July 8th meeting. The motion to accept the minutes was seconded by Mrs. Llodra and passed.

Chief's Report presented by Assistant Chief Cicciari:
AC Cicciari reported on the status of recent activities in vehicles, Labor Day parade, Bravo 1, the By-laws and Staffing committees. He expects the new 97-2 will pass the State inspection by this Friday so it can be registered and placed into service shortly thereafter.

AC Cicciari reported that the State now requires all four ambos to have lifepaks on board to meet minimum standards. Mr. Kearney made a motion to modify the meeting's agenda to include a discussion of two refurbished lifepaks with a cost of roughly $45,000 for two units. It was seconded by Mrs. Llodra and passed. After further discussion Mrs. McLachlan made a motion for NVAA to purchase two refurbished lifepaks at a cost of up to $45,000. It was seconded by Mrs. Llodra and it passed unanimously.

A discussion of MVRs followed. NVAC has a plan to remain in compliance with VFIS requirements going forward so that half of the Corps will be reviewed each year along with notification of any material changes.

AC Cicciari began a discussion about the level of transparency of stipends for some positions within NVAC. Mr. Kearney read a portion of Chief Greenspan's recent email to the Board stating that she, "cannot support the proposed stipend increases in the budget without further clarification on how these figures were determined."

AC Cicciari reported that more structure is being added to the direct responder initiative within the Corps.

Old Business:
Mr. McLachlan reported that the Incentive Plan was not extended at the end of July. Mrs. Llodra made a motion to extend the Incentive Plan for another quarter to 9.30.25 and it was seconded by Mr. Kearney. The motion passed unanimously.

Mrs. McLachlan suggested that the scholarships be called awards going forward so that the recipient can be more certain to retain the funds. Two EMT awards for $1,500 and two for $2,500 will be provided from NVAA. Mr. Kearney made a motion to approve four awards for college students. The motion was seconded by Mrs. Llodra and approved unanimously.

New Business:
Mr. McLachlan initiated the discussion of MVR checks. Mr. Filan will forward disclosure language to incorporate in written materials. Mr. Rosenthal made a motion to perform MVR checks for the entire Corps every other year with members having the duty to disclose material changes in status and be subject to VFIS guidelines if there is a violation. Mrs. McLachlan seconded the motion. The motion passed unanimously.

Mr. McLachlan reported that the NVAA Finance Committee decided to increase the Incentive Plan by $60,000. He would like to have two members from NVAC to join the committee to review the Plan. Mr. McLachlan will reach out to Chief Greenspan for names.

Mrs. Llodra made a motion to authorize Mr. McLachlan to appoint a By-Laws Committee to review possible changes in November and an Incentive Plan Committee to review the program. Mrs. Velsmid seconded the motion. It passed unanimously.

Mr. McLachlan initiated a discussion on the possibility of installing EV charging stations in the ambulance parking lot. After some discussion Mr. McLachlan will speak with EMT Cragin again and revisit this idea at next month's meeting.

Mr. McLachlan reviewed the updated line items of all parts (NVAA, NVAC, Contracts and Capital) of the Final Draft 7 dated 09.15.25. AC Cicciari noted that an additional tech software line item should be added to the Capital budget. After discussion Mr. Kearney made a motion to add $20,000 in technology for 2025-2026 in the Capital budget which was seconded by Mrs. Llodra. The motion passed unanimously.

Mrs. Llodra made a motion to move into Executive Session at 8:33 pm and it was seconded by Mr. Rosenthal. The group thanked AC Cicciari for his presentation this evening.

Executive Session

The Executive Session concluded at 9:25 pm. Mrs. Llodra made a motion to approve the Draft 7 Final Budget 2025-2026 dated 09.15.25 as amended and as presented. The total budget revenue is $1,340,000 with $998,403 in NVAA expenses and $304,654 of NVAC expenses. The projected net income is $36,943. Mr. Kearney seconded the motion and all voted in favor.

Adjournment:
There was a motion made by Mrs. McLachlan and seconded by Mrs. Velsmid to adjourn the meeting. The motion passed and the meeting was adjourned at 9:29 pm.

Respectfully submitted,

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

NEWTOWN VOL. AMBULANCE
Balance Sheet
As of August 31, 2025

	Aug 31, 25
ASSETS	
Current Assets	3,444,020.74
Fixed Assets	6,566,636.23
Other Assets	
1800 ACCUM DEPR	-2,902,674.43
Total Other Assets	-2,902,674.43
TOTAL ASSETS	**7,107,982.54**
LIABILITIES & EQUITY	
Liabilities	-35,964.00
Equity	
2996 RETAINED EARNINGS	0.00
2998 PERM RESTIRCTED NET ASSET	95,757.19
2999 UNRESTRICTED NET ASSETS	6,528,996.24
Net Income	519,193.11
Total Equity	7,143,946.54
TOTAL LIABILITIES & EQUITY	**7,107,982.54**

CASH ON HAND @ 9/7/25	
NSB MAIN CHECKING	25,241
NSB CORPS PETTY	763
NSB MONEY MARKET	172
STIFFEL Brokerage acct @ 8/31	902,341
STIFFEL Bahl&Gaynor @ 8/31	598730
STIFFEL Horizon @ 8/31	1,261,983

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
August 2025

	Aug 25	Oct '24 - Aug 25	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 2024-Aug 2025	Annual Budget
Income							
3000 FUND DRIVE	178.00	72,768.33	65,000.00	7,768.33	111.95%	64,194.77	65,000.00
3100 DONATIONS	707.28	7,654.14	4,450.00	3,204.14	172.0%	5,834.58	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	2,350.00	26,770.26	18,750.00	8,020.26	142.78%	21,900.00	20,000.00
3601 OTHER INCOME	0.00	5,295.00	0.00	5,295.00	100.0%	-	0.00
3700 Ambulance Revenue Recovery	107,288.27	1,154,594.92	993,492.00	161,102.92	116.22%	1,020,886.36	1,200,000.00
Total Income	110,523.55	1,380,553.30	1,081,692.00	298,861.30	127.63%	1,119,815.77	1,292,000.00
Expense							
4000 Bookkeeping	726.00	10,145.00	14,000.00	-3,855.00	72.46%	11,869.47	15,000.00
Auditor	0.00	12,000.00	11,000.00	1,000.00	109.09%	11,000.00	11,000.00
4100 ADVERTISING	0.00	120.58	4,125.00	-4,004.42	2.92%	685.00	4,500.00
4300 AMBULANCE							
4301 MAINTENANCE & REPAIR	9,516.64	64,086.11	32,085.00	32,001.11	199.74%	27,174.14	35,000.00
4302 Collision Repair	0.00	4,925.00	10,000.00	-5,075.00	49.25%	9,928.80	10,000.00
4303 Equipment Repairs	0.00	4,808.16	1,870.00	2,938.16	257.12%	5,597.27	2,000.00
4303A Equip Service Contracts	4,912.38	28,078.75	0.00	28,078.75	100.0%		0.00
Total 4300 AMBULANCE	14,429.02	101,898.02	43,955.00	57,943.02	231.82%	42,700.21	47,000.00
5000 BANK CHARGES	0.00	4,648.23	3,667.00	981.23	126.76%	4,484.48	4,000.00
5500 COMMUNICATIONS	0.00	8,742.40	9,442.00	-699.60	92.59%	9,713.68	10,300.00
5700 TRAINING MEMBERS	522.88	5,250.96	18,337.00	-13,086.04	28.64%	5,303.29	20,000.00
5770 TRAINING COMMUNITY	3,809.80	22,864.51	22,935.00	-70.49	99.69%	25,120.63	25,000.00
5790 UNIFORMS	245.68	9,576.89	10,000.00	-423.11	95.77%	6,048.34	10,000.00
5800 CORPS BENEFIT	7,787.33	62,853.68	62,442.00	411.68	100.66%	55,425.49	66,840.00
6000 HEALTH & WELLNESS	0.00	0.00	1,500.00	-1,500.00	0.0%	410.00	2,000.00
7000 INSURANCE	0.00	49,390.80	52,500.00	-3,109.20	94.08%	48,912.00	70,000.00

NEWTOWN VOL. AMBULANCE
Profit & Loss Budget Performance
August 2025

	Aug 25	Oct '24 - Aug 25	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 2024-Aug 2025	Annual Budget
7100 LICENSE & REG	0.00	310.00	800.00	-490.00	38.75%	659.13	800.00
7200 MEDICAL SUPPLIES	895.33	16,211.99	18,337.00	-2,125.01	88.41%	14,977.15	20,000.00
7300 Office Expense & Supplies	695.60	11,371.45	6,897.00	4,474.45	164.88%	2,611.21	7,500.00
7500 6 WASHINGTON Maint/Costs							
7501 CommonCharge Town (semi)	0.00	7,154.24	6,400.00	754.24	111.79%	6,070.26	6,400.00
7503 CLEANING	1,140.00	12,217.00	27,924.00	-15,707.00	43.75%	24,139.80	30,000.00
7505 Maintenence Contracts	2,766.47	36,059.74	48,536.00	-12,476.26	74.3%	37,707.78	51,473.00
7509 Misc Building Costs& Exp	4,338.77	19,697.59	41,250.00	-21,552.41	47.75%	20,214.38	45,000.00
7510 GARBAGE	107.48	971.48	1,100.00	-128.52	88.32%	1,056.00	1,200.00
7700 UTILITIES							
7702A Electric -Washington Sq	4,935.52	41,384.79	39,960.00	1,424.79	103.57%		48,000.00
7703 CABLE	270.68	2,946.38	2,750.00	196.38	107.14%		3,000.00
7704A WATER/SEWER USE & TAX	868.45	3,659.51	3,000.00	659.51	121.98%		3,000.00
7706 GAS Eversou -Washington SQ	429.62	13,219.04	12,265.00	954.04	107.78%		13,000.00
Total 7700 UTILITIES	6,504.27	61,209.72	57,975.00	3,234.72	105.58%	50,596.05	67,000.00
Total 7500 6 WASHINGTON Maint/Costs	14,856.99	137,309.77	183,185.00	-45,875.23	74.96%	139,784.28	201,073.00
7600 TECHNOLOGY	149.30	10,141.77	14,585.00	-4,443.23	69.54%	14,912.50	15,800.00
7610 Landscape Main/Washington	0.00	3,384.00	4,600.00	-1,216.00	73.57%	3,250.00	4,600.00
8500 FUND RAISING EXPENSE	0.00	0.00	0.00	0.00	0.0%	-	9,000.00
8602 EMS back up	600.00	12,600.00	13,500.00	-900.00	93.33%	9,200.00	15,000.00
8603 Secondary Paramedic	0.00	0.00	450,000.00	-450,000.00	0.0%	-	495,000.00
8700 Primary Paramedic Contract	0.00	200,000.00	200,000.00	0.00	100.0%	200,000.00	206,000.00
9000 PAYROLL	2,195.30	29,426.80	32,087.00	-2,660.20	91.71%	33,766.14	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	6,650.41	58,236.21	51,600.00	6,636.21	112.86%	47,025.98	60,000.00
Total Expense	53,563.64	772,674.06	1,230,494.00	-457,819.94	62.79%	695,785.99	1,356,413.00
9700 Trustee expense							
9701Holiday recognition	0.00	0.00	0.00	0.00	0.0%	59,099.00	0.00

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August 2025

	Aug 25	Oct '24 - Aug 25	YTD Budget	$ Variance	% of Budget Attained	Last FYTD Oct 2024-Aug 2025	Annual Budget
9702 Stipends	600.00	23,000.00	19,800.00	3,200.00	116.16%	15,500.00	21,600.00
9703 Scholorships	0.00	12,500.00	15,000.00	-2,500.00	83.33%	20,250.00	15,000.00
9704 Legal Expenses	1,275.00	2,040.00	5,500.00	-3,460.00	37.09%	5,015.00	6,000.00
9705 Other Trustee Expenses	0.00	856.00	2,750.00	-1,894.00	31.13%	1,373.70	3,000.00
9706 CAG Billing/TreasurStipend	0.00	4,500.00	0.00	4,500.00	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	956.00	87,891.00	140,000.00	-52,109.00	62.78%	56,994.00	140,000.00
Total 9700 Trustee expense	2,831.00	136,787.00	190,550.00	-53,763.00	71.79%	167,731.70	198,100.00
NET INCOME	54,128.91	471,092.24	-339,352.00	810,444.24	-138.82%	256,298.02	-262,513.00

CAPITAL EXPENSES

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

EMS

Technology IT EMS program
7,345.00

REI Tech/Communication
$13,472.01
REI Tech /Comm **new cloud**
based pbx phone system & installation
$4470.11
Motorola Paramedic Radio
7,638.56
Stryker Power Load new ambulance
61,951.84

New Boiler & Parts (Edgerton) $64,779