



## STAFF REPORT

AGENDA ITEM #: 18-45  
COUNCIL MTG OF: April 17, 2018  
FROM: Dave Caron, Town Administrator  
OFFERED BY: Michael J. Gagnon, Fire Chief  
PREPARED BY: Michael J. Gagnon, Fire Chief  
SUBJECT: Inter-Municipal Agreement - Windham Dispatch Contract

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### **PURPOSE:**

Authorize the Town Administrator to sign a NH RSA 53-A compliant inter-municipal agreement to continue providing fire and EMS Dispatch Services for the Town of Windham, NH.

### **TOWN ADMINISTRATOR COMMENTS:**

*The Town of Derry has provided fire and EMS Dispatch services for the Town of Windham, NH for several years. This partnership has proven beneficial for both communities. Windham receives high quality fire and EMS dispatching services, while Derry receives revenue from an approved annual subsidy. This additional revenue is utilized to offset the overall expenses of the fire department budget. It is recommended that the Derry Town Council approve the continuation of this inter-municipal agreement.*

### **BACKGROUND:**

The Derry Fire Department has provided fire and EMS dispatching services for the Town of Windham for several years. The Fire Department provides this service without additional manpower or equipment. The agreement provides for an annual subsidy to cover expenses associated with the contract. It is recommended that the Derry Town Council approve the continuation of this inter-municipal agreement.

### **DISCUSSION:**

The Derry Fire Department and Windham Fire Department have worked together in a cooperative manner for several years. The current Fire and EMS dispatch contract is set to expire in three years; this contract – if approved, would supersede the last three years of the existing contract and extend for an additional 7 years.

**FISCAL IMPACT:**

The negotiated annual subsidy for providing fire and EMS dispatch service is as follows:

<b>TERM</b>	<b>ANNUAL PAYMENT</b>
YEAR 1 (JULY 1, 2018 - JUNE 30, 2019)	\$104,539
YEAR 2 (JULY 1, 2019 - JUNE 30, 2020)	\$106,630
YEAR 3 (JULY 1, 2020 - JUNE 30, 2021)	\$109,829
YEAR 4 (JULY 1, 2021 - JUNE 30, 2022)	\$113,124
YEAR 5 (JULY 1, 2022 - JUNE 30, 2023)	\$116,517
YEAR 6 (JULY 1, 2023 - JUNE 30, 2024)	\$120,013
YEAR 7 (JULY 1, 2024 - JUNE 30, 2025)	\$123,613
YEAR 8 (JULY 1, 2025 - JUNE 30, 2026)	\$127,322
YEAR 9 (JULY 1, 2026 - JUNE 30, 2027)	\$131,141
YEAR 10 (JULY 1, 2027 - JUNE 30, 2028)	\$135,075

**RECOMMENDED ACTION BY COUNCIL:**

Authorize the Town Administrator to sign an updated inter-municipal agreement with the Town of Windham, NH for Fire and EMS Dispatching Services from FY 2019 thru FY 2028.

**RECOMMENDED MOTION:**

See attached Resolution #2018-17