

**Business of the Village Board  
Village of Saranac Lake**

SUBJECT: Rescue Squad Contract

Date: 9-25-2023

DEPT OF ORIGIN: Village Manager

Bill # 133-2023

DATE SUBMITTED 9-20-2023

EXHIBITS: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Village Attorney

\_\_\_\_\_  
Village Administration

EXPENDITURE  
REQUIRED: \$

AMOUNT  
BUDGETED: \$

APPROPRIATION  
REQUIRED:

**SUMMARY STATEMENT**

Resolution to authorize contract agreement between the Village of Saranac Lake and the Volunteer Rescue Squad

**RECOMMENDED ACTION**

Approval of Resolution

MOVED BY: Shapiro      SECONDED BY: Scollin

VOTE ON ROLL CALL:

MAYOR WILLIAMS	<u>yes</u>
TRUSTEE BRUNETTE	<u>yes</u>
TRUSTEE CATILLAZ	<u>yes</u>
TRUSTEE SCOLLIN	<u>yes</u>
TRUSTEE SHAPIRO	<u>yes</u>

**AGREEMENT BETWEEN THE VILLAGE OF SARANAC LAKE AND THE SARANAC LAKE VOLUNTEER RESCUE SQUAD INC. FOR EMERGENCY MEDICAL AND TRANSPORT AMBULANCE SERVICES 2024-2025**

**\*\*Corrected copy\*\***

This agreement, made as of the \_\_\_\_ day of \_\_\_\_\_, 2024-2025 between the **VILLAGE OF SARANAC LAKE** (hereinafter “**THE VILLAGE**”), an organized municipal **VILLAGE** within the State of New York and the **SARANAC LAKE VOLUNTEER RESCUE SQUAD INC.** (hereinafter “**RESCUE SQUAD**”), a not-for-profit corporation organized and existing under the laws of the State of New York, With its office and principal place of business in the Village of Saranac Lake, State of New York.

In consideration of the mutual promises recited herein and the other good and valuable consideration **THE VILLAGE** does hereby contract with the **RESCUE SQUAD** to furnish pre-hospital emergency medical care and to provide transport ambulance services of the sick and injured within the borders of said **VILLAGE** subject to the following provisions:

**1. TERM**

This **AGREEMENT** shall be effective for a period of one year, from June 1,2024 until May 31, 2025.

**2. CONSIDERATION**

In consideration of the provisions outlined in this agreement and as per the 2023 to 2024 funding request submitted by the **RESCUE SQUAD** to **THE VILLAGE** on July 20, 2023 **THE VILLAGE** agrees to pay directly to the **RESCUE SQUAD** the sum of \$56,500. for provision of services. The payment of the property tax levy (the contractual amount of \$56,500) shall be paid in a lump sum upon **THE VILLAGE’S** collection of sufficient tax receipts, but no later than the 1<sup>st</sup> of July 2024.

**COPY**

Failure to pay the contracted amount to the **RESCUE SQUAD** by July 1,2024 will be considered a breach of this agreement and will result in the **RESCUE SQUAD** terminating service to **THE VILLAGE**.

### **3. RESCUE SQUAD OBLIGATIONS**

**A.** The **RESCUE SQUAD** will provide pre-hospital Basic Life Support (BLS) and Advanced Life Support (ALS) medical services to both residents and non-residents for medical emergencies occurring within **THE VILLAGE** and will transport to an appropriate hospital facility as necessary. **RESCUE SQUAD** will be solely responsible for supplying, maintaining, and equipping ambulances and for providing sufficient and properly trained personnel for the provision of such BLS and ALS medical care and ambulance service while complying with the lawful mandates of the State of New York Department of Health and the Mountain Lakes Regional EMS Council for the operation of such service.

**B.** The **RESCUE SQUAD WILL NOT PROVIDE** the services of vehicle extrication of entrapped patients during motor vehicle accidents, back country rescue or extraction of patients not in or near a building or near a roadway, water rescue, or ice water rescue. These services will be provided by fire department or other personnel. **THE VILLAGE** will have to contract separately and directly with these agencies to have these services provided to **THE VILLAGE**.

### **4. REVENUE RECOVERY**

**A.** The **RESCUE SQUAD** as the transporting agency will bill patients, their insurers (including private insurers, Medicare, and Medicaid) and guarantors at the usual and customary rates as set by the **RESCUE SQUAD**. Bills for services will only be submitted to

patients transported to or from a health care or health related facility or as otherwise permitted by law. The expenses incurred for pursuing revenue recovery shall be borne by the **RESCUE SQUAD** and the **RESCUE SQUAD** may contract with a vendor(s) to supply revenue recovery services.

**B.** The **RESCUE SQUAD WILL NOT** seek to collect co-pays or deductibles from residents of **THE VILLAGE**; for 911 services. A portion of contractual payment to the **RESCUE SQUAD** from **THE VILLAGE** shall be used to reimburse the **RESCUE SQUAD** for the **RESCUE SQUAD'S** waiver of collection of insurance co-payments and deductibles from **THE VILLAGE'S** residents. The **RESCUE SQUAD** will seek payment of insurance co-payments and deductibles from non-residents of **THE VILLAGE** to whom services are provided.

#### **5. OPERATING BUDGET OF RESCUE SQUAD**

The proposed operating budget for the **RESCUE SQUADS** 2025 fiscal year will be submitted to **THE VILLAGE** for consideration of **THE VILLAGE** for its 2025 budgetary review September 1, 2024. The proposed budget shall identify and particularize detailed operating expenditures and shall identify revenue sources including the amount projected to be raised from insurance revenue recovery and the amount requested from **THE VILLAGE** to be raised by property taxes for the **RESCUE SQUAD** to be able to provide service to **THE VILLAGE** in 2025.

#### **6. AUDIT AND FINANCIAL CONTROL.**

**RESCUE SQUAD** recognizes that **THE VILLAGE** has a fiduciary responsibility to monitor the financial reporting and transactions associated with the provision of ambulance services, given that the contract for services is funded with tax dollars, and given the

requirements of the New York State Comptroller Office that impose oversight obligations on insurance revenue recovery programs.

A. On a quarterly basis, the **RESCUE SQUAD** will provide access to reports prepared by the **RESCUE SQUAD** or its billing vendor evidencing the number of calls generating bills, the amounts billed, revenue received, accounts deemed uncollectable, and such other non-privileged information as the parties may agree. Nothing herein shall require the **RESCUE SQUAD** to disclose patient's identity or other protected health information as governed by HIPPA or other governmental statute, rule, or regulation.

B. On an annual basis, the **RESCUE SQUAD** will have an audit of its financial statements performed by a certified public accountant and a copy of such audit including the management letter shall be made available to **THE VILLAGE**.

C. The annual **RESCUE SQUAD** budget shall specify the amount of revenue recovery funds for annual operations. Donations made to the **RESCUE SQUAD** shall not be considered revenue for purposes of this paragraph.

## 7. **VILLAGE DRIVERS**

**THE VILLAGE** will provide Emergency Apparatus Operators to the **RESCUE SQUAD** at all times, to be called upon by the **RESCUE SQUAD** to drive **RESCUE SQUAD** emergency vehicles in connection with the provision of emergency services hereunder. Such Operators will be available to the **RESCUE SQUAD** unless they are otherwise occupied on a previous emergency. The **RESCUE SQUAD** shall pay to **THE VILLAGE** for such Emergency Apparatus Operators a sum of \$262,472 for the contract period. An amount equal to \$21,873 a month. Payment shall be paid monthly on the first day (or first business day) of each month. The Duties of the Emergency Apparatus Operators will include the following:

- Safe operation of rescue vehicles;
- Assisting the EMT as provided per the drivers' Civil Service job description;
- Dispatching of 911 calls as per current agreement with Franklin County
- Dispatching of Transports
- Other related duties as provided per the drivers' Civil Service job description.

If the **RESCUE SQUAD** ceases to require the services of one or all of the Emergency Apparatus Operators called for above, the **RESCUE SQUAD** shall provide **THE VILLAGE** ninety-day (90) termination notice. Monthly payments from the **RESCUE SQUAD** to **THE VILLAGE** shall continue during the ninety-day (90) period.

If **THE VILLAGE** ceases to require the services of **THE RESCUE SQUAD**, **THE VILLAGE** shall provide the **RESCUE SQUAD** ninety-day (90) termination notice. Monthly payments from the **RESCUE SQUAD** to **THE VILLAGE** shall continue during the ninety-day (90) period.

## **8. INDEMNITY**

To the fullest extent permitted by law, the **RESCUE SQUAD** will defend, indemnify, and hold harmless, **THE VILLAGE** in any claim for personal injuries, damages, or administrative enforcement arising out of the **RESCUE SQUADS'** operations, actions, or obligations under the agreement. To the fullest extent permitted by law, **THE VILLAGE** will indemnify and hold harmless the **RESCUE SQUAD** in any claim for personal injuries, damages, or administrative enforcement arising out of **THE VILLAGE'S** operations, actions, obligations under this **AGREEMENT**, including, but not limited to, the operation of vehicles owned by the **RESCUE SQUAD** by employees of **THE VILLAGE**.

## **8. INSURANCE**

The **RESCUE SQUAD** shall procure and maintain general liability insurance including EMS practitioners' liability coverage with limits of liability no less than \$1 million dollars primary coverage per occurrence and \$5 million dollars excess/umbrella, and shall name **THE VILLAGE** as additional insured on a primary basis under such policy(ies) for any claims arising out of the operations', actions, or obligations of **RESCUE SQUAD** in providing services. The **RESCUE SQUAD** will provide commercial or business vehicle coverage on all vehicles with minimum limits of \$1 million dollars primary coverage, \$5 million dollars excess umbrella. The **RESCUE SQUAD** will provide certificates of insurance to **THE VILLAGE** evidencing the existence of the procured coverage's and the additional insurance endorsements required herein. **THE VILLAGE** shall also procure and maintain general liability insurance with limits of liability no less than \$1 million dollars primary coverage per occurrence and \$5 million dollars excess/umbrella, and shall name **RESCUE SQUAD** as additional insured on a primary basis under such policy(ies) for any claims arising out of the operations', actions, or obligations of **THE VILLAGE** in providing services under this Agreement.

#### **9. SEVERABILITY**

To the extent permitted by law, if any provision of this **AGREEMENT** is deemed by a Court of competent jurisdiction to be void or voidable, all other provisions shall remain enforceable and effective.

#### **10. VENDOR STATUS**

**RESCUE SQUAD** is a vendor to **THE VILLAGE**. **RESCUE SQUAD** is neither an agent nor a department of **THE VILLAGE**. Nothing herein should be deemed to infer that an employment or agency relationship exists between the parties.

#### **11. MODIFICATION**

This **AGREEMENT** may be modified or cancelled upon the written consent of both parties.

**12. GOVERING LAW AND VENUE**

This **AGREEMENT** will be governed by New York law, and any action or proceeding arising out of or in connection with this Agreement will be venue in Supreme Court, Franklin County, New York.

**SARANAC LAKE VOLUNTEER RESCUE SQUAD INC.**

\_\_\_\_\_  
BY: Julie Harjung, President, Chief

**VILLAGE OF SARANAC LAKE**

\_\_\_\_\_  
BY: \_\_\_\_\_

**LATE PAYMENT:** The Rescue Squad shall impose a 3% late fee compounded monthly.





### **Downtown Advisory Board**

The purpose of the Downtown Advisory Board (DAB) is to make recommendations to the Saranac Lake Village Board of Trustees regarding policies and undertake actions that support the following mission statement:

*"Improve economic vitality by enhancing the experience, image and lifestyle of Downtown Saranac Lake."*

The Board of Trustees established DAB on September 9, 2013 to advise the Board and staff on matters concerning the downtown area including but not limited to:

- Implementation of community plans for the downtown area
- Policies and actions that affect downtown
- Planning and implementation of downtown events, promotions, beautification, and fundraising
- Public infrastructure activities such as streetscape projects
- Other community matters that may affect downtown Saranac Lake

DAB consists of nine volunteer members appointed by the Board.

### **Village Board Priorities for Downtown**

In 2018, the Village of Saranac Lake was awarded the NYS Downtown Revitalization Initiative (DRI) funding in the amount of \$10 million. Throughout the process of the DRI design and construction, DAB has provided support with gathering public input, communicating updates to the public, and providing feedback to the Board.

In order to enhance Saranac Lake as a decidedly different community, the Village Board decided to invest in the following initiatives to improve the quality of life of residents and allow the village to better plan for its future infrastructure needs:

- **Community Enhancement Programming (001.6410.0400.1115) - \$10,000**
- **Community Enhancement Projects (001.7110.0200) - \$10,000**

## **Events**

### **Music on the Green. *July & August, every Wednesday***

Concert series in Riverside Park. Finished its ninth season with six successful concerts.

### **Downtown Trick or Treating. *October 31st***

Coordinate the road closure with the Police Department and the Department of Public Works. Write and issue a press release. Design, print, and distribute window signs for participating businesses.

### **Light Up Downtown. *December, 1st Friday***

Coordinate the road closure with the Police Department and the Department of Public Works for the Fire Truck parade. Coordinate with DPW on the Village Christmas Tree placement, and assist with decorating Berkeley Green. Write and issue a press release. Design, print, and distribute flyers.

### **Community Clean-Up, Downtown Day. *May, 2nd Saturday***

Coordinate the set-up in Berkeley Green with the Parks Manager. Provide gloves, trash bags, necessary cleaning tools, water and snacks. Write and issue a press release. Design, print, and distribute flyers.

### **Walk of Fame. *Spring unveiling.***

Add new inductees as needed.

## **Responsibilities & Tasks**

- **Downtown Resolutions, Policies, & Local Laws**
  - Prohibiting large trucks on Main & Broadway (2016)
  - Prohibiting first floor apartments on Main & Broadway (2016)
  - Downtown Banner Program (2019)
  - Downtown Strategic Plan (2019)
- **Downtown Historic Awareness**
  - Provide education on historic landmarks and corridors in downtown and examine where historic preservation overlaps with current Downtown priorities/initiatives.
- **Downtown Parks and Parking Signage**
  - Design has been completed. Locations have been determined. Order to be placed.
- **Downtown Parking Inventory & Map**
- **Downtown Banner Program**
- **Downtown Flower Planter Program**
- **Downtown Public Spaces Amenities (furniture, WiFi, etc.)**
- **Downtown Strategic Plan - further implementation**
  - Study the plan and make recommendations to the village board for priority projects and funding.