



Machias Ambulance Service

25 McDonald Drive, Machias, ME 04654
207-255-1032 EMERGENCY: 9-1-1

January 15, 2026

Dear Roque Bluffs Selectboard,

Enclosed, please find the Annual Contract for Ambulance Service between the Town of Roque Bluffs and Machias Ambulance Service for the 2026 calendar year.

As discussed previously, the enclosed contract reflects the updated contract rate of \$80 per capita, effective January 1, 2026. This rate increase was communicated in advance to allow adequate time for municipal budgeting and planning, and it is necessary to ensure the continued financial sustainability of emergency medical services provided to the Town of Roque Bluffs.

Machias Ambulance Service remains committed to delivering reliable, high-quality EMS while responsibly managing operational costs, workforce stability, and long-term capital needs. We value our partnership with the Town of Roque Bluffs and appreciate the opportunity to continue serving your community. In 2025, Machias Ambulance Service responded to 1,907 Calls for Service. Specifically, for the Town of Roque Bluffs, we responded to 57 Calls for Service, representing a 111% increase in Ambulance Service utilization in the Town of Roque Bluffs since 2024. We also provided Hospital to Hospital transport for 13 residents from the Town of Roque Bluffs.

Machias Ambulance Service now also has three Full Time Paramedics on staff, which allows your residents to obtain a higher level of care faster. We have also invested in additional non-transporting vehicles to allow essential personnel to arrive on scene faster. Additionally, we have purchased a Polaris Ranger Rescue UTV, which will allow us to provide a significantly faster response to Backcountry/Wilderness Emergencies. These improvements are a direct impact from the additional funding plan over the last several budget cycles.

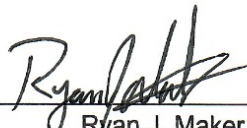
As part of our commitment to transparency and long-range planning, Machias Ambulance Service would like to provide advance notice that we anticipate a **planned contract rate increase of \$5 per capita for the 2027 calendar year**, subject to final budget review and formal contract approval.

Providing this notice well in advance is intended to allow the Town of Roque Bluffs adequate time to plan for future EMS costs within upcoming budget cycles. Machias Ambulance

Service will continue to evaluate operational needs, call volume trends, staffing requirements, and capital obligations, and we remain committed to working collaboratively with the Town as we plan for the future.

Please review the enclosed contract and return a signed copy at your convenience. Should the Selectboard wish to discuss the contract further, Machias Ambulance Service leadership would be happy to attend a Selectboard meeting or Town Meeting to answer any questions. Thank you for your continued partnership and support.

Respectfully,



Ryan J. Maker, NRP, A.A.S.
Chief, Machias Ambulance Service



Town of Machias
Town Office
7 Court Street, Suite #1
P. O. Box 418
Machias, ME 04654



**AMBULANCE CONTRACT
ANNUAL RETAINER INVOICE
2026**

Bill To:
Town of Roque Bluffs
P.O. Box 70
Jonesboro, ME 04648

Invoice Date: **January 16, 2026**

Contract Retainer Fee \$23,680.00

Amount Due: **\$23,680.00**

For: Ambulance Service for January 1, 2026 through December 31, 2026

PLEASE MAKE CHECKS PAYABLE TO:

Town of Machias
P.O. Box 418
Machias, Maine 04654

Net: 30 Days

PAID

FEB 23 2026

Thank you for your prompt payment of this invoice.

Problems or questions concerning this invoice should be directed to Sarah Dedmon,
Town Manager at 255-6621.

Telephone: (207)-255-6621 E-Mail: townclerk@machiasme.org

Visit our website at machiasme.org

"Town of Machias is an equal opportunity/affirmative action employer."

**CONTRACT AGREEMENT FOR AMBULANCE SERVICE
BETWEEN THE TOWN OF MACHIAS AND
THE TOWN OF ROQUE BLUFFS**

This Agreement, made this 1st day of January, 2026, by and between the **TOWN OF MACHIAS**, a municipal corporation located in the County of Washington and the State of Maine, hereinafter referred to as the **TOWN OF MACHIAS**, and the **TOWN OF ROQUE BLUFFS**, a municipal corporation located in the County of Washington and the State of Maine, hereinafter referred to as the **TOWN OF ROQUE BLUFFS**.

WITNESSETH:

Whereas the **TOWN OF MACHIAS** has organized, and is operating, a municipal ambulance service, properly equipped with motor vehicles, patient care equipment and trained attendants; and

Now, therefore, the **TOWN OF MACHIAS**, in consideration of the promises and the mutual covenants and agreements as hereinafter set forth, it is mutually agreed by and between the parties hereto as follows:

1. Should the **TOWN OF ROQUE BLUFFS** require the Machias Ambulance Service, said Town shall call said service to request such service of the **TOWN OF MACHIAS**, of which the **TOWN OF MACHIAS** shall provide, if able to do so, at the time of such request;

2. The **TOWN OF ROQUE BLUFFS** shall pay to the **TOWN OF MACHIAS**, upon invoice, the sum of Twenty Three Thousand Six Hundred and Eighty Dollars (\$23,680.00) as an annual retainer fee, for the provision of ambulance service.

3. Residents from the **TOWN OF ROQUE BLUFFS** shall pay to the **TOWN OF MACHIAS**, upon invoice, all ambulance services provided to them by the **TOWN OF MACHIAS** at the approved rates -- as of January 1, 2026 these rates are BLS Emergency, Eight Hundred and Twenty Five Dollars (\$825.00), ALS Emergency, One Thousand Six Hundred Dollars (\$1,600.00) together with Twenty Five Dollars (\$25.00) per loaded mile and any other billable charges allowed by the attached fee schedule. These rates will be adjusted upon receipt of notification from the billing company (COMSTAR) that adjustments in the average billing rate schedules have been made. An invoice will be sent at the time of service to the appropriate insurance company and to the patient. A second notice will be sent, after sixty (60) days to the **TOWN OF ROQUE BLUFFS**.

4. The **TOWN OF MACHIAS** may enter into similar contracts with municipalities adjacent to or within the official jurisdiction of the Machias Ambulance Service in Washington County. Priority of service shall be given to the residents of the **TOWN OF MACHIAS** in the first instance and to the municipalities first making the request in the second instance,

5. The **TOWN OF MACHIAS** shall carry with its insurance agency the proper insurance to protect the **TOWN OF MACHIAS**, contract towns and patients; however, the **TOWN OF MACHIAS** shall not be liable to the **TOWN OF ROQUE BLUFFS** or to any person, firm or corporation for any failure to provide such ambulance service upon request, nor shall it be liable to said Town or to any patients or passengers receiving the services for any injury incurred or damage suffered as a result of such services;

**CONTRACT AGREEMENT FOR AMBULANCE SERVICE
BETWEEN THE TOWN OF MACHIAS AND
THE TOWN OF ROQUE BLUFFS**

6. The TOWN OF MACHIAS hereby agrees to operate said ambulance service pursuant to the regulations of the Department of Human Services as contained in Public Law of 1969, Chapter 359 and amended by Chapters 556 and 590, Section 59;

7. This contract shall remain in full force and effect until December 31, 2026, unless terminated by either party herein, by written notice not less than thirty (30) days prior to an anniversary date, such notice is to be sent by United States certified mail, postage prepaid. Provided nevertheless, that during each renewal the annual retainer fee provided for in Paragraph 2 shall be paid to the TOWN OF MACHIAS upon receipt of its invoice. It being further understood and agreed that no retainer, or portion thereof, paid pursuant hereto, shall be refundable.

IN WITNESS WHEREOF:

The parties thereto have executed this agreement and set their hand and seal at said TOWN OF MACHIAS on the 11 day of March, 2026.

Jennifer M. Moore
WITNESS

Jennifer M. Moore
Roque Bluffs Town Clerk

James C. De...
WITNESS

TOWN OF ROQUE BLUFFS

By:

[Signature]
[Signature]
[Signature]
BOARD OF SELECTMEN

TOWN OF MACHIAS

By:

[Signature]
[Signature]
[Signature]
[Signature]

BOARD OF SELECTPEOPLE

**MUNICIPAL RESOLUTION: EMERGENCY MEDICAL SERVICES
TRANSPORT PLAN**

TOWN OF ROQUE BLUFFS, MAINE

WHEREAS, 30-A M.R.S. § 3172 requires the municipal officers of each municipality to adopt a plan stipulating the method by which transporting emergency medical services will be delivered within the municipality; and

WHEREAS, the Town of Roque Bluffs, Maine is committed to ensuring clear, reliable emergency medical transport pathways for all residents and visitors in emergency situations;

NOW, THEREFORE, BE IT RESOLVED by the Municipal Officers of the Town of Roque Bluffs, Maine, that the following Emergency Medical Services Transport Plan is hereby adopted:

1. PRIMARY PROVIDER: Transporting emergency medical services within the borders of the Town of Roque Bluffs, Maine shall be primarily provided by: Machias Ambulance Service (MAS).

2. SERVICE MODEL:

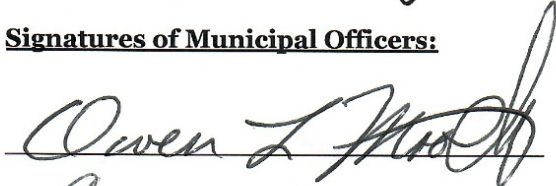
- ☐ MODEL A: Directly Managed Municipal or Regional Service
- ☒ MODEL B: Provided via formal contract/agreement with Machias Ambulance Service (MAS).
- ☐ MODEL C (Non-Contracted): Provided on a territorial/direct-billing basis with no financial obligation to the municipality.
- ☐ MODEL D (Hybrid): Split geographic coverage as defined here:
- ☐ MODEL E (Other): An alternative model described as follows:

3. PUBLIC POSTING: This resolution shall be posted publicly at the Town Office and on the Town's website in the same manner as municipal ordinances.

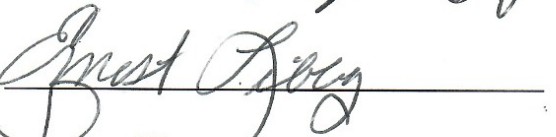
4. AMENDMENTS: This plan may be amended by the Municipal Officers as necessary. Any amended plan shall be submitted to Maine EMS within thirty (30) days of adoption.

Adopted this 20th day of August, 2020.

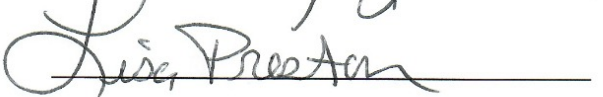
Signatures of Municipal Officers:



[Insert Name], Chairman



[Insert Name], Selectman



[Insert Name], Selectman

Attest: Jennifer M. Moore 
Roque Bluffs Town Clerk [Insert Name], Town Clerk