



Settled in 1654

TOWN OF PELHAM
WESTCHESTER COUNTY, NEW YORK

TOWN HALL
34 Fifth Avenue
Pelham, New York 10803

TOWN ADMINISTRATION	738-1021
TOWN CLERK	738-0777
TAX DEPARTMENT	738-1642
ASSESSOR	738-2878
RECREATION	738-0153

July 25, 2025

Mayor
Croton-on-Hudson Village Hall
1 Van Wyck Street
Croton-on-Hudson, NY 10520

Dear Mayor:

The Town of Pelham has been operating emergency medical services (EMS) under a municipal Certificate of Need (muni-CON) that was issued on December 12, 2023. The Town of Pelham's muni-CON is set to expire on December 21, 2025, and the Town of Pelham is in the process of applying for permanent operating authority in Westchester County, NY, to include the provision of emergency basic and advanced life support ambulance services. The service area the Town of Pelham is seeking permanent operating authority will be limited to the Town of Pelham, including the Village of Pelham and the Village of Pelham Manor.

As part of the process in the State of New York for the Town of Pelham to obtain permanent authority to operate EMS, the Town of Pelham must demonstrate a public need for its permanent operating authority. As part of the regulatory process regarding operation of ambulance in the State of New York, it is the Regional EMS Councils which are tasked with determining whether there exists a need for new services.

New York law defines public need as, *"the demonstrated absence, reduced availability or an inadequate level of care in ambulance or emergency medical service available to a geographic area which is not readily correctable through the reallocation or improvement of existing resources."* The Town of Pelham had a need for improved and reliable ambulance services in its area in 2023, and sought out EMS agencies to provide EMS to the Town through a public Request for Proposal (RFP). The Town of Pelham received two responses to its RFP, and obtained a muni-CON to be better able to control the provision of EMS to the Town. The Town of Pelham has been extremely happy with the ambulance services it has been receiving since it began utilizing its muni-CON by contracting with Eastchester Volunteer Ambulance Corps Inc. on January 1, 2024, and it desires to be able to continue this relationship in this same fashion after the expiration of its muni-CON by obtaining permanent operating authority (a CON).

As part of the process for transitioning from a muni-CON to a CON, the Town of Pelham is required to solicit letters of endorsement from the entities described in Policy Statement 06-06. Therefore, we are writing this letter to ask you for your support in our efforts to obtain a CON, evidencing our transition to permanent operating authority. If you believe the citizens of the Town of Pelham and the surrounding areas of Westchester County, NY will benefit from the availability of the Town of Pelham as a permanent additional ambulance service, please provide the Town of Pelham with a letter of endorsement by September 2, 2025. In your endorsement, please include an acknowledgement of receipt of the definition of public need. Your response should be signed by you or your designee. For your convenience, we have enclosed a sample letter of endorsement.

The Town of Pelham is not looking to take business away from existing ambulance services. Rather, we are looking to be able to continue the provision of ambulance services we are already providing under our current muni-CON. We appreciate your consideration and hopeful endorsement.

Thank you for your time and attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan McLaughlin", written in a cursive style.

Dan McLaughlin
Supervisor
Town of Pelham

SAMPLE LETTER OF ENDORSEMENT – PUT ON YOUR LETTERHEAD IF ABLE

Date: _____, 2025

VIA FIRST CLASS MAIL OR EMAIL (to: info@pelhamems.com)

Rae Szymanski, Deputy Supervisor
Town of Pelham
34 5th Avenue
Pelham, NY 10803

Dear Ms. Szymanski:

After reviewing the Department of Health's definition of Public Need, which was provided in your recent correspondence, we endorse the Town of Pelham's effort and plan to obtain permanent operating authority for basic and advanced life support emergency medical services in Westchester County. We believe that the Town of Pelham obtaining permanent operating authority for EMS in Westchester County is in the best interests of the citizens of and visitors to Westchester County, will serve a legitimate public need, and will improve the ability of all providers in the area to deliver quality ambulance and emergency medical service.

Sincerely,

CEO, [Organization]

