

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, April 21, 2022
Time: 0800
Location: Lewiston City Hall, Administrative Room

Roll Call:

Present- Chief David St. Pierre, Chief Caron, Lewiston City Administrator Heather Hunter, Councilor Leroy Walker, Auburn Citizen Patricia Mador, Esq., and citizen-at-large Michel Lajoie.

Not Present- Chief Jason Moen, Chief Robert Chase, and Councilor K. Lee Clement.

Staff- Director Tim Hall and IT Director Drew McKinley

Secretary- Katie Gallant

Guest(s)- Brian Martin

Meeting called to order by Lewiston Auburn 911 Director, Timothy Hall at 08:00.

Approval of Minutes:

- Motion to approve the March 17, 2022, meeting minutes was made by Councilor Walker. Motion seconded by Mr. Lajoie.
- All in favor. Motion passes.

Executive Session:

- No executive session

Financial Report:

FY2022 YTD Budget Update

- Director Hall reviewed the FY2022 year to date budget with the Committee.
- Motion to accept made by Ms. Mador, Esq. Seconded by Councilor Walker.
- All in favor. Motion passes.
- Director Hall informed the Committee that the rooftop HVAC system quote came in at \$42,000. We currently have \$17,000 reserved towards the replacement.

Capital Project Financial Report

- There has been no financial activity with the Capital Project aside from the Chiefs' accessory purchases.

FY2023 Proposed Budget Update

- The City of Lewiston has requested a \$7,500 reduction to the FY2023 proposed budget, which translates to \$15,000 when matched to Auburn's share. Director Hall recommended that the Committee could either delay the implementation of the new dispatcher position or use money from fund balance.
- Chief Caron made a motion to use \$15,000 in fund balance to cover the reduction to the FY2023 Proposed Budget. Motion seconded by Councilor Walker.
- All in favor. Motion passes.

Director's Report:

- Director Hall updated the Committee on the trainee's progress at the Academy. She will finish this week and then begin her on-site training.
- CALEA awarded the Center reaccreditation at the April Conference.
- CM Hunter requested that Director Hall send the information over to Dot Perham-Whittier so that she could post the information on the City's Facebook page.

IT Director's Report

Radio Project Update

- The Fifth Site Radio Tower at the Auburn Lewiston Municipal Airport is still waiting on final FAA approval to run power lines underground. IT Director McKinley has been in contact with the Airport Manager regarding this.

- IT Director McKinley advised the committee that the FSA (fire station alerting) was in and Dirigo would soon be deploying the boxes to the Fire Stations. They will be installed but not used until the fire departments are on the 800 system.
- EF Johnson was on site last week and worked on correcting the sound quality to the dispatcher radio consoles. The transmissions are a little clearer and the technicians went home with a better sense of what changes were needed to achieve the desired results.
- More hardware will be changed and the Fire Departments should be able to switch over in the end of June or beginning of July.
- Chief Caron asked if the 800 system would provide better radio coverage in Lewiston's remote areas.
- IT Director McKinley assured him that the 800 coverage is much better than the VHF system. Should the departments need to, they can utilize the agency's talk around channels.
- Director Hunter inquired about the panic alarms at Lewiston City Hall.
- IT Director McKinley relays that he and former Lewiston Fire Chief Stockdale had discussed using one of Lewiston Fire's recently purchased Motorola dual-band radios to replace the current system. He will work with Chief Caron to acquire a radio and figure out what is needed to make the change.
- CM Hunter advised IT Director McKinley to work with Allen Ward on the sale of the old VHF radios following the surplus property policy.

Operations Manager's Report:

- Director Hall advised the Committee that interviews for the Operations Manager position would be taking place next week.

Next meeting:

- The next meeting will be Thursday, May 19, 2022, at 08:00 in the Executive Conference Room at Auburn City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made Councilor Walker. Seconded by Ms. Mador, Esq.
- Meeting adjourned at 08:23.