

# LEWISTON-AUBURN 911 COMMITTEE

## MINUTES

---

---

Date: Thursday, May 19, 2022

Time: 0800

Location: Auburn City Hall, Community Room / Zoom Accessible

---

---

### Roll Call:

*Present-* Chief David St. Pierre, Chief Caron, Chief Jason Moen, Chief Robert Chase, Lewiston City Administrator Heather Hunter, Councilor Leroy Walker, Councilor K. Lee Clement, and Citizen-at-large Michel Lajoie.

*Not Present-* Auburn Citizen Patricia Mador, Esq.

*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 April 21, 2022, meeting minutes was made by Chief Chase. Motion seconded by Councilor Walker.
- 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 Mr. Lajoie. Seconded by Councilor Walker.
- All in favor. Motion passes.

## Capital Project Financial Report

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

## Director's Report:

- Dispatch Supervisor Mark Cayer was selected to fill the open Operations Manager position. He will transition to the new role on Monday, June 6<sup>th</sup>.
- Director Hall updated the Committee on Protection Order notification changes implemented by the State of Maine.
- Emergency Fire Dispatch Protocols were recently updated. All necessary changes will be finalized by the end of the week.
- Two conditional offers have been made and are currently in the background phase.
  - Chief Chase suggested sending referrals from the police and fire potential candidates that the departments weren't hiring.
- Androscoggin County Sheriff's Office approved wage increases in their Collective Bargaining Agreement. This is going to make it difficult for Lewiston Auburn 911 to be competitive when recruiting candidates.

## IT Director's Report

### Radio Project Update

- IT Director McKinley has been testing equipment with the dispatchers this week. The equipment has not fixed the sound quality issue so he is sending it back for EF Johnson to continue troubleshooting. Once the fix is finished, the fire departments will be switched over to the new system.
- The Fire Station Alerting hardware is being installed in the fire departments. Dirigo will begin testing at each station. So far the process has been smooth. The Zetron audio will run through the 800 MHz system and no longer use the phone lines.

- Drew has resubmitted the FAA paperwork for the power at the Auburn Lewiston Municipal Airport. Once approved, CMP will be able to install power and the vendor can complete the work for the Fifth Tower Site. Approval could take 4 to 16 weeks.

Operations Manager's Report:

- N/A

General Discussion:

- CM Hunter asked if there has been any more information on the plan to move the 911 Center.
- Chief Moen was under the impression that the Auburn and Lewiston City Managers were going to discuss the matter and come to an agreement.
- Director Hall recommended that we look into pricing out what it will take to move 911 to any new location. Chief Chase supported that idea.
- IT Director McKinley mentioned that the fiber optics to the Center were underground in the lower parking area and asked if the planning committee was aware of that. Chief Chase agreed that it was important to make that known. He noted that the electric and gas lines also went under the lower parking lot so it was an area of caution.

Next meeting:

- The next meeting will be Thursday, June 16, 2022, at 08:00 in the Administrative Conference Room at Lewiston City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made Chief Moen. Seconded by Councilor Walker.
- Meeting adjourned at 08:19.