

# LEWISTON-AUBURN 911 COMMITTEE

## MINUTES

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Date: Thursday, June 16, 2022  
Time: 0800  
Location: Lewiston City Hall, Administrative Conference Room

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### Roll Call:

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

*Not Present-* Chief Robert Chase

*Staff-* Director Tim Hall and IT Director Drew McKinley

*Secretary-*

*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 May 19, 2022, meeting minutes was made by Mr. Lajoie. Motion seconded by Councilor Walker.
- All in favor. Motion passes.

### Executive Session:

- Motion to go into executive session to discuss a personnel matter was made by Ms. Mador, Esq. Motion seconded by Councilor Walker.

- Motion to end executive session made by Mr. Lajoie. Motion seconded by Ms. Mador, Esq.
- Motion to approve to move training pay rate to training bonus rate level made by Chief Moen. Motion seconded by Councilor Clement.
- All in favor. Motion passes.

#### Financial Report:

##### FY2022 YTD Budget Update

- Director Hall reviewed the FY2022 year to date budget with the Committee.
- Motion to accept made by Councilor Walker. Seconded by Mr. Lajoie.
- 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.
- Completion of the Fifth Site project and getting the FSA online is projected for the end of summer.
- Chief Moen questioned if the \$35,000 in Homeland Security Funds have been drawn from the City of Auburn. IT Director McKinley said that he would look into that and check in regards to Lewiston's Homeland Security funds as well.

#### Director's Report:

- Director Hall introduced Mark Cayer as the new Operations Manager.
- There will be two new hires starting next week.
- Director Hall requested that the Committee approve the non-union 7/1/2022 COLA increase that was approved in the FY 2023 Budget.
- CM Hunter suggested that the Committee also approve the 1/1/2023 COLA increase at the same time.
- Motion made to approve the non-union 7/1/2022 and 1/1/2023 COLA increases was made by Chief Moen. Motion seconded by CM Hunter.
- All in favor. Motion passes.

#### IT Director's Report

## Radio Project Update

- IT Director McKinley informed the Committee that there were still audio quality issues on the 9-1-1 inbound call-taking side. He has been working with EF Johnson and Solocom to clean up the audio in the dispatcher's ear. The audio quality has been causing the delay in moving the Fire Departments to the 800 MHz radio system. He is hopeful that they will be brought over during the summer.
- The FSA has been installed in all stations and have been tested. Implementation is tied to the implementation of the Fire Departments and the 800 MHz radio system. IT Director McKinley is currently working on matching tones.
- The Fifth Site Tower project is coming along. The FAA is processing our request to run the power underground from the pole to the tower.
- CM Hunter suggested that the Committee approve paying for the overage in telephone line in the operational budget with project surplus funds from the Capital Project since the overages are directly related. She asked Director Hall to calculate how much of the telephone line is directly connected to the delay in the radio system being fully functional.
- Motion to move costs associated with telephone line overages from capital project surplus to the operational budget made by CM Hunter. Motion seconded by Mr. Lajoie.

### Operations Manager's Report:

- N/A

### General Discussion:

- N/A

### Next meeting:

- The next meeting will be Thursday, July 21, 2022, at 08:00 in the Community Room at Auburn City Hall.

### Public Comment:

- No public comment.

### Adjournment:

- Motion to adjourn made Councilor Walker. Seconded by CM Hunter.
- Meeting adjourned at 08:34.