

## LEWISTON/AUBURN 9-1-1 COMMITTEE

### MINUTES

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Date: December 6, 2013  
Time: 8:00a.m.  
Location: L/A 9-1-1, 552 Minot Avenue

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1. Roll Call

- A. Present: Chief Paul LeClair, Chief Frank Roma, Councilor Leroy Walker, Chief Phil Crowell, Dr. David Stuchiner and Patricia Mador
- B. Staff: Director Phyllis Gamache and Robinson Copland

2. OPEN SESSION:

A. Meeting called to order at 8:00a.m.

- 1. Motion made by Chief Crowell to accept the minutes from September 26, 2013 as presented.
- 2. Seconded by Dr. Stuchiner.
- 3. Passed unanimously.

B. Financial Update –

Fiscal year end update presented by Robinson Copland

- 1. Motion made by Dr. Stuchiner to accept the financial statement as presented.
- 2. Seconded by Chief Crowell.
- 3. Passed unanimously.

C. Director's update –

*Personnel:*

1. New dispatchers:

- a. One from UAS qualified and up and running.
- b. One from Oxford was qualified in five weeks.
- c. One from Oxford quit after two weeks and started at DPS in Gray.
- d. One candidate with a conditional offer is in the midst of a background investigation.
- e. Total of four vacancies plus current vacancy by Josephine Pelote,

*Operational*

- 2. A letter will be drafted stating the PPO500 healthcare option will be available to everyone along with a comparable plan.
- 3. Pat Mador inquired if supplemental insurance was necessary. The Maine TORT Act, Title 14, Section 8105, covers entities up to \$400K. Any coverage above and beyond this is subject to payout in the event of a claim.

4. Copper and Fiber lines conversion is complete. The cities will be receiving repayment of the loan from this center.
5. Text 2 Tip: This is a grant program managed to reduce underage drinking funded by the Office of Substance Abuse. The free, two-year service is part of the Healthy Androscoggin partnership with Auburn, Lewiston and Lisbon police departments and the Androscoggin County Sheriff's Department and L/A 9-1-1. We are looking to establish a PR campaign at the first of the year.
6. Next-Gen 9-1-1 equipment installation and training has been pushed back one month.
7. The CIP requests have been submitted for both cities. Lewiston's request needs to be equal to, or greater than \$50,000 to be eligible.
8. The current recorder is three years old and is already outdated. Currently, it can be replaced for \$28K. The Center will consult with Renee Bogart, Director of Information, Communication and Technology with the city of Auburn for pricing.
9. The aging radio infrastructure is in its eighteenth year of a twenty year life span. Cost of the Motorola replacement is currently \$2.05m. Collaboration with both cities PD, FD, PW and the Aub/Lew Airport is being conducted to determine inefficiencies. Chief Roma requested a frequency and usage study be conducted to monitor radio gaps and dead spots. The Committee also requested a determination of the drop date for end of life for the equipment.
10. Motion made by Dr. Stuchiner to accept the CIP proposal as presented.
11. Seconded by Patricia Mador.
12. Passed unanimously.

D. Other Business –

1. Chief Roma advised the heating system will be converted to natural gas in a few days which may affect the internal temperature during this transition period.

E. Entered Executive Session at 8:35.

1. Motion made by Chief Crowell to exit Executive Session at 9am.
2. Seconded by Dr. Stuchiner.
3. Passed unanimously.