

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, June 21, 2018
Time: 0800
Location: Lewiston Auburn 911 Conference Room

Roll Call:

Present- Chief Robert Chase, Chief Brian O'Malley, Chief Phil Crowell, Councilor Michel Lajoie, Councilor Leroy Walker

Staff- Director Paul LeClair, IT Director Drew McKinley, Operations Manager Tim Hall

Secretary- Katie Gallant

Guest(s)-

Meeting called to order by Lewiston Auburn 911 Director, Paul LeClair at 08:02.

Approval of Minutes: May 17, 2018, meeting minutes.

- Motion to accept minutes made by Councilor Michel Lajoie, seconded by Councilor Leroy Walker.
- All in favor. Motion passes.

Financial Report:

FY18

- Director LeClair presents the FY18 year to date report. LA911 projects to end the fiscal year with approximately \$58,000 of which \$25,000 will be used to pre-purchase items scheduled for purchase during FY19 in order to reduce that budget.
- Director LeClair notes that the Legal Fees line is over in part to the ongoing negotiations with Verizon Wireless.

FY18 Capital Budget Report

- Director LeClair reports that the project is mostly complete.
- LA911 is currently waiting on final invoices from East Coast Communications.
- Gammon's Landscaping will plant the trees at the Webber Ave site in August.

- The FY18 Capital Budget balance of \$216,000 will be applied to the FY19 Capital Budget request as was approved by the committee during the May meeting.
- Motion to accept the Financial Reports made by Chief Robert Chase, seconded by Councilor Walker.
- All in favor, motion passes.

Director's Report:

FY19 Budget

- On June 18, 2018, the City of Auburn approved Lewiston Auburn 911's proposed FY19 Budget less the \$25,000 reduction. The final budget represents a 5% increase over FY18 which is partly attributed to the first year Interest Payment for the Capital Project.
- We currently have \$20,000 in fund balance for emergency purchases and anticipate adding another \$20,000-\$25,000 from this budget year.
- Motion to accept the FY19 Budget update with revisions made by Councilor Walker, seconded by Chief Brian O'Malley.
- All in favor, motion passes.

Verizon Proposal

- Verizon will be moving forward with their environmental testing of the Gracelawn site. Director LeClair anticipates a possible agreement by the end of summer.

Personnel Update

- The Center has recently lost two additional personnel to part-time employment. Recruitment efforts are underway.
- One loss was a Senior Supervisor (TC4). We were able to promote from within to an employee who came to us with supervisor experience.
- We currently have 5-6 part-time employees who are helping to fill out full-time vacancies.

IT Director's Report:

- The Webber Avenue project has been completed and the project cost came in at budget or under budget.
- FY19 projects are to include: Microwave to link other sites and reduce reliance on Consolidated Communications (formerly Fairpoint Communications). Update the server

and storage to our secondary site at Androscoggin County Sheriff's Office. The radio console project. And replacement of dispatch console furniture.

Operations Manager's Report

- The Gray Regional Communications Center is now closed and all operations have been transferred to the Augusta Regional Communications Center. DPS Gray was previously LA911's emergency back-up. Androscoggin County Sheriff's Office will now be our emergency back-up.

Executive Session:

- No executive session.

Next meeting:

- Thursday, July 19, 2018, at 08:00.
- Chief Phil Crowell congratulated the LA911 Administrative team on a job well done with the FY19 Budget presentation to the Auburn City Council.
- Drew distributed more Code Red cards to Chiefs and Councilors and Drew will order more.

Public Comment:

- No public comment.

Adjournment:

- Chief Crowell moves to adjourn the meeting, seconded by Councilor Walker.
- Meeting adjourned at 08:20.