

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, July 19, 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, Pat Mador Esq., Chief Brian Stockdale, Paul Robinson, Citizen @ Large.

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

Secretary- N/A

Guest(s) - Brian Martin, AFD

Meeting called to order by Lewiston Auburn 911 Director, Paul LeClair at 08:00.

Executive Session:

- Motion to enter into Executive Session made by Paul Robinson, 2nd by Pat Mador Esq.
Motion passed
- Contract Negotiations
- Office Manager Position
- Verizon Lease

Approval of Minutes: June 21, 2018, meeting minutes.

- Motion to approve the minutes made by Pat Mador Esq., 2nd by Chief Brian O'Malley
Motion passed.

Financial Report:

FY18

- Year-end Review 2018 roughly \$50,000 surplus

- Year End projects review of 1% reduction items proposed to assist City of Auburn with fiscal issue.
- Director LeClair requested committee approval of the \$3,742.63 for a Training Room Whiteboard. Drew provided description on the training tool wall office display.
- Motion to approve purchase of Training Room White board at a cost of \$3,742.63 made by Councilor Lajoie, 2nd by Chief Crowell.

Motion passed.

FY18 Capital Budget Report

- Director LeClair reports that the FY18 Capital project is mostly complete.
- 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. Gammon Landscaping waiting to install fir trees. Balance applied to FY19 Capital and request was reduced.
- Motion to accept the Financial Reports made by Chief Crowell, 2nd by Pat Mador Esq.
- Motion Passed.

FY19 Capital Budget Proposal Description:

- Director LeClair reviewed the individual projects
- Radio Consoles
- Console Furniture
- 4 Microwave Sites Connectivity Project, 5ft
Dirigo Wireless in line with previous committee action to designate Dirigo as the project vendor for ancillary work.
Sites:
Gracelawn –to- Montello
Montello –to- Webber
LA911 –to- Goff
Goff –to- Shredder
- Landfill Communications Building Shelter
- RFP for Consoles & Radio Projects: Director suggested going out to RFP now for the consoles and the radio systems. Options include GSA or HGAC contract. Director to meet with the City Managers regarding the preferred project.
- Motion to approve the FY19 Individual Capital Project made by Chief Phil Crowell, 2nd by Chief Brian Stockdale.

Motion passed.

- Motion to award Microwave – Connectivity work to Dirigo Wireless in the amount not to exceed \$167,000.00 for the following four sites: DREW FILL IN THE FOUR SITES PLEASE.

Follow up discussion on COPS Grant

Director's Report:

FY19 Budget

- No FY19 Budget Report

Verizon Proposal

- Director to forward draft lease agreement to the Auburn City Manager, Peter Crichton and Auburn City Attorney Michael Malloy.
- Motion by Chief Brian O'Malley 2nd by Councilor Leroy Walker.

Motion Passed.

Personnel Update

- Staff reviewing applications of Telecommunicator Candidates.
- Staff to post Office Manager Position.

IT Director's Report:

- Drew reviewed the Server project bid results.
- Motion to award the bid to the low bidder meeting specifications in the amount of \$312,191.00
- Motion Chief O'Malley 2nd by Chief Phil Crowell.
Motion Passed

Operations Manager's Report

- No Report

Next meeting:

- Thursday, August 16, 2018, at 08:00.

Public Comment:

- No public comment.

Adjournment:

- Councilor Leroy Walker moves to adjourn the meeting, 2nd by Chief Phil Crowell.
- Meeting adjourned at 08:59.