

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, April 4, 2019
Time: 0800
Location: City of Auburn Council Chambers

Roll Call:

Present- Chief Jason Moen, Chief Brian Stockdale, Councilor Leroy Walker, Chief Brian O'Malley, Auburn Citizen-at-large Wayne Wertz, Councilor Michel Lajoie, Finance Director Heather Hunter, Chief Robert Chase.

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

Secretary- Katie Gallant

Guest(s)- Brian Martin, Norm Boucher, Mitch Urbanczyk

Meeting called to order by Lewiston Auburn 911 Director, Paul LeClair at 08:01.

Director LeClair introduced the newest committee member retired Fire Chief Wayne Werts to the Committee. Chief Werts is the Auburn Citizen-at-large Representative to the 911 Committee.

Approval of Minutes: January 18, 2019, meeting minutes.

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

Executive Session:

- No executive session.

Financial Report:

FY20 Budget Proposal

- Director LeClair presented the proposed FY20 budget to the City of Lewiston on March 28, 2019. He will present to the City of Auburn on April 29, 2019.

FY19 Budget to Date Review

- No review.

Capital Project Review

A) Lewiston-Auburn Regional Radio System Vendor selection

- The bid review process was outlined by Director LeClair.
- The project review committee recommends the 5-site system proposal for budgeting purposes. Director LeClair plans to implement the 4-site system if coverage testing is adequate. The project recommendation includes funds to replace the 100 foot tower at the Lewiston landfill with a 180 foot tower. The cost was estimated to be \$187,000 by Green Mountain.
- The sub-committee recommends the EF Johnson Company for the Radio Project in the amount of \$5,436,313 (amended to \$5,451,313). This amount does not include any warranty or maintenance costs starting year four (4). A hardware refresh is recommended in years six (6) and twelve (12). An annual service cost of \$148,000 will start year four (4). This will be funded through LA911's operational budget.
- Discussion- Questions from Chief O'Malley. Remarks from Mr. Urbanczyk. Additional remarks from IT Director McKinley. Interoperability between the new system and mutual aid departments was verified by Director LeClair.
- Key points from Finance Director Hunter
 - Put out an RFP to acquire bids for the Lewiston landfill Tower replacement.
 - Contact the School Departments regarding the radios. Do not assume they are on board.
 - Contract with the EF Johnson Company needs to be vetted, would like to have one or two more reference checks. One that has gone through implementation and one that has been with the company five (5) to seven (7) years.
 - Replacement service company in place should Dirigo Wireless become unable to continue service. Training for IT Director position not person.
 - Performance Bond
 - Financial Reporting for company

- Maintenance Agreement start date, pro-rate to the fiscal year
- Secure back-up site redundancy to meet CALEA requirements
- Legal review: customize the contract to our circumstance; is there any advantage to the LLC being the holder of the agreement; due diligence clause
- Remarks by Mr. Boucher emphasizing confidence in the selection of the EF Johnson Company.
- Motion 1- A motion to accept and approve the LA911 Radio System Sub-Committee's recommendation to select the EF Johnson Company as the Lewiston Auburn 9-1-1 Regional Radio System vendor for a total capital project amount of \$5,451,313.
- Motion made by Chief Moen, seconded by Councilor Walker.
- All in favor. Motion passes.
- Motion 2- A motion to approve Director LeClair's request to present the LA911 Committee's selection of the EF Johnson Company as the Lewiston Auburn 9-1-1 Regional Radio System vendor for a total capital project amount of \$5,451,313 to the Lewiston and Auburn city Managers and the Lewiston and Auburn City Councils. Presentation dates to be determined.
- Motion made by Chief Moen, seconded by Chief Robert Chase.
- All in favor. Motion passes.

B) Dispatch Console Furniture Vendor selection

- Operations Manager Tim Hall presents his recommendation of Wright Line/Eaton Corporation for the console furniture replacement project.
- Motion to accept Operation Manager Hall's recommendation made by Councilor Lajoie, seconded by Councilor Walker.
- All in favor. Motion passes.

Director's Report:

- No report

IT Director's Report:

- Nothing to report.

Operations Manager's Report

- Nothing to report.

Next meeting:

- Thursday, May 16, 2019, at 08:00.

Public Comment:

- No public comment.

Adjournment:

- Councilor Lajoie moves to adjourn the meeting, seconded by Chief Chase.
- Meeting adjourned at 08:52.