

# LEWISTON-AUBURN 911 COMMITTEE

## MINUTES

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Date: Thursday, July 21, 2022  
Time: 0800  
Location: Auburn City Hall, Community 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, and Councilor K. Lee Clement.

*Not Present-* Chief Robert Chase, citizen Patricia Mador, Esq. and citizen-at-large Michel Lajoie

*Staff-* Director Tim Hall, IT Director Drew McKinley, and Operations Manager Mark Cayer

*Secretary-* Katie Gallant

*Guest(s)-*

Meeting called to order by Lewiston Auburn 911 Director, Timothy Hall at 08:00.

### Approval of Minutes:

- Motion to approve the June 16, 2022, meeting minutes was made by City Manager Hunter seconded by Councilor Walker.
- All in favor. Motion passes.

### Executive Session:

- Motion to go into executive session to discuss a personnel matter and a real estate matter was made by Councilor Clement at 08:01. Motion seconded by Councilor Walker.

- Motion to approve a 5% increase to Union employees, TC4 Supervisors, and Operations Manager wages was made by CM Hunter. 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 CM Hunter.
- All in favor. Motion passes.

##### Year-End Spending Suggestions

- Director Hall recommended pre-purchasing eight computers approved for purchase in the FY 2023 Operational Budget at a cost of \$10,683.
- He also recommended approving the purchase of a Microwave unit to have on hand as a backup in case of equipment failure. IT Director McKinley endorsed the purchase reminding the Committee that we were still waiting on repairs to one Microwave unit that has been out for repairs for four months. Having a “spare” unit on hand would allow us to replace a failed unit while it was out for repair.
- CM Hunter made a motion to approve the purchase of the Microwave unit in the amount of \$14,000 from fund balance. Councilor Walker seconded the motion.
- 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.

#### Director’s Report:

- Covered in Executive Session.

#### IT Director’s Report

##### Radio Project Update

- IT Director McKinley informed the Committee that personnel from EF Johnson were at the Communications Center last week and much progress has been made to the audio quality on the dispatch consoles. New cable attributing to the improvement will

be manufactured and sent to the Comm Center in a few weeks. He is confident that this is solution we have been waiting for to be able to move forward with the project.

- Director McKinley anticipates that the Fire Departments will be swapped over to the 800 MHz system by the end of August/beginning of September. He will keep the Chiefs updated.
- He is still waiting on the FAA to approve the power at the Airport site. EF Johnson will be here next week to work at the Airport.
- Mrs. Gallant will send the amount spent from the telephone budget line that is attributed to the delay in the Radio Project to CM Hunter. This amount will be reimbursed from the Capital Project.

Operations Manager's Report:

- N/A

General Discussion:

- N/A

Next meeting:

- The next meeting will be Thursday, August 18, 2022, at 08:00 in the Administrative Conference Room at Lewiston City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made Chief St. Pierre. Seconded by Councilor Clement.
- Meeting adjourned at 08:50.