

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, December 18, 2025

Time: 0800

Location: Administrative Conference Room, Lewiston City Hall

Roll Call:

Present- Chief Robert Chase, Chief Jason Moen, Chief Mark Caron, Chief Carly Conley, Finance Director Tracy Roy, Councilor David Chittim, Patricia Mador, Esq., and Citizen-at-large Liz Allen.

Not Present- Councilor Benjamin Weisner

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.

Acknowledgements:

- Director Hall acknowledged Councilor Weisner's term with the Auburn City Council has ended and thanked him for his service on the 911 Committee.
- The City of Auburn plans to nominate Councilor Kelly Butler and Ms. Mador, Esq. to serve on the Committee.

Approval of Minutes:

- Motion to approve the November 20, 2025, meeting minutes was made by Chief Chase. Motion seconded by Ms. Mador, Esq.

- All in favor. Motion passes.

Executive Session:

- N/A

Financial Report:

FY 2026 Budget Update

- Director Hall reviewed the year to date FY 2026 budget. He assured the Committee that the FY2026 budget was on trending similar to previous years.
- Motion to approve the FY 2026 budget report made by Ms. Allen. Motion seconded by Finance Director Roy.
- All in favor motion passes.

Director's Report:

General Updates

- Director Hall has submitted the new service contract to Poland Fire and Rescue Chief Printup. He believes the contract will be accepted and will bring it back to the Committee for signatures at the May or June meeting.
- The quote from Westnet for Fire Station Alerting has been received at around \$146,000. Director Hall believes it is a better product compared to the Zetron product.
- There was discussion on the logistics of the changeover and it was agreed that timing the new installation with the 911 Center relocation would be beneficial.
- Drew noted that the current Fire Station Alerting system is an end of life product. We won't be able to get new licensing (MAC address) if we move it to the new Center location.

Director's Annual Evaluation

- Director Hall requested guidance on his annual review. Did the Committee want to follow the same self evaluation process with Committee review as the previous year?
- The Committee agreed that that worked well and would like to do the same.

Other Business

Relocation Update

- Director Hall had no updates for the Committee. He had a meeting that afternoon.

IT Director's Report

General Updates- No updates

Operations Manager's Report:

Staffing Update

- Operations Manager Cayer informed the Committee that we currently have four vacancies. We previously extended two conditional offers, rescinded one and hired the other.
- We will be posting again after the first of the year.

Next meeting:

- The next meeting will be January 15, 2026 at 08:00 in the Community Room at Auburn City Hall. We will be conducting election of officers.

Public Comment:

N/A

Adjournment:

- Motion to adjourn made by Chief Moen. Seconded by Councilor Chittim.
- Meeting adjourned at 08:16.