

# LEWISTON-AUBURN 911 COMMITTEE

## MINUTES

---

---

Date: Thursday, February 19, 2026  
Time: 0800  
Location: Administrative Conference Room, Lewiston City Hall

---

---

### Roll Call:

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

*Not Present-*

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

*Secretary-* Katie Gallant

*Guest(s)-* Androscoggin County Sheriff Eric Samson, ACRCC 911 Director Martin Fournier

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

### Approval of Minutes:

- Motion to approve the January 15, 2026, meeting minutes was made by Chief Moen Motion seconded by Ms. Mador, Esq.
- All in favor. Motion passes.

### Executive Session:

- Motion to enter into executive session for a personnel matter was made by Councilor Chittim. Seconded by Chief Moen.
- All in favor. Executive session commenced at 08:01 and ended at 08:06.

## Financial Report:

### FY 2026 Budget Update

- Director Hall reviewed the year to date FY 2026 budget. He noted that with how the budget was trending neither he nor Operations Manager Cayer would be attending the CALEA Conference in March. He has also reduced staffing from 4 to 3 for the 04:30 to 06:30 am hours.
- Motion to approve the FY 2026 budget report made by Chief Chase. Motion seconded by Councilor Chittim.
- All in favor. Motion passes.

### FY 2027 Budget Presentation

- Director Hall informed the Committee that he presented the FY 2027 Budget to the City Administrator, Deputy City Administrator, City Manager, Assistant City Manager, and Finance Directors of Lewiston and Auburn. They received the presented budget with no commentary.

## Director's Report:

### General Updates

- N/A

## Other Business

### Relocation Update

- The design for the third floor of Auburn City Hall is almost complete. Once finalized, we will have a cost projection. The code officer has supplied that there will be no need for bulletproof sheetrock but the NFPA code recommends blocking off the windows. Director Hall has requested alternatives.
- Chief Chase will check into it.
- There should be firmer budget numbers by the next meeting.

### Console Furniture RFP

- The LA911 Administrative Team has reviewed the RFP's for dispatch console furniture. There were four vendors with five proposals. The team recommends to accept the proposal from Xybix but not enter into contract until the project funding has been approved.

- Motion to accept the bid but not enter into contract was made by Chief Chase. Motion seconded by Councilor Chittim.
- All in favor. Motion passes.

#### Proposal for Androscoggin County

- Director Hall was approached by the Androscoggin County Administrator requesting a proposal to provide PSAP and dispatch services for Androscoggin County Sheriff's Department and its current PSAP and dispatch clients. Due to ongoing discussions between each City and the County it is recommended we table this until further notice.

#### IT Director's Report

- IT Director McKinley informed the Committee that there has been progress and that the tentative Go-Live date for ProSuite is May 2026.

#### Operations Manager's Report:

- Operations Manager Cayer updated the Committee that there is currently five vacancies. Two conditional offers have been given and accepted.

#### Next meeting:

- The next meeting will be March 19, 2026 at 08:00 in the Community Room at Auburn City Hall.

#### Public Comment:

- No public comment.

#### Adjournment:

- Motion to adjourn made by Chief Moen. Seconded by Councilor Chittim.
- Meeting adjourned at 08:27.