

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, November 20, 2025

Time: 0800

Location: Community Room, Auburn City Hall

Roll Call:

Present- Chief Robert Chase, Chief Jason Moen, Chief Mark Caron, Deputy Chief Adam Higgins, Finance Director Tracy Roy, Patricia Mador, Esq., and Citizen-at-large Liz Allen.

Not Present- Councilor David Chittim, 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.

Approval of Minutes:

- Motion to approve the October 16, 2025, 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 made by Chief Moen at 8:01am. Seconded by Finance Director Roy.
- All in favor. Motion passes.

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. The early end of year projections are on target.
- Motion to approve the FY 2026 budget report made by Ms. Allen. Motion seconded by Finance Director Roy.
- All in favor motion passes.

FY 2027 CIP Request for Lewiston

- Director Hall reviewed the Lewiston funding request for relocation.
- There are concerns regarding timing with available funding and AlliedCook and construction. The proposal should be ready in February. This will solidify the costs of the project. Construction is estimated to begin in mid-March with an approximate 8 week build.
- Finance Director Roy stated that she has approximately \$400,000 to reallocate to the project.
- Chief Chase will ask JP to contact Director Hall regarding construction materials and code enforcement.
- Chief Chase made a motion to approve submission of the FY 2027 CIP request to the Lewiston City Council. Motion seconded by Ms. Mador, Esq.

Director's Report:

General Updates

- N/A

Other Business

Relocation Update

- Director Hall informed the Committee that the City of Auburn has sent the first invoice for the Main Street lease. Funds for the lease payments was not included in the current budget. Director Hall requested that the approximate \$60,000 (actually \$38,000) that the Committee approved for purchase of new technology in relation to the Center relocation at the August 21, 2025, meeting be reallocated to cover the lease payments. The new technology will become part of the FY 2027 CIP Relocation Request.

- Motion to reallocate funds from new technology for Center relocation to lease payments for Auburn PD's Main Street lease made by Chief Chase. Seconded by Chief Moen.
- All in favor. Motion passes.

Request for Proposal

- Director Hall requested a motion to publish a RFP for new Dispatch Console Furniture.
- Motion to publish the RFP made by Chief Chase. Motion seconded by Chief Moen.
- All in favor. Motion passes.

Fire Station Alerting

- Director Hall advised the Committee that Zetron no longer supports our Fire Station Alerting system. The next available product from Zetron has issues with compatibility and has a high cost. He and IT Director McKinley have been screening other vendors and are currently waiting on pricing from WestNet.

IT Director's Report

General Updates- No updates

Operations Manager's Report:

Staffing Update

- Covered in executive session.

General Discussion:

- Chief Caron was asked if there has been any discussion regarding the proximity of LA911 and Androscoggin County once the Center has been relocated, in the event of a catastrophic event. How would that work with each being the other's backup Center? Are there redundancies in place?
- Chief Chase and Director Hall both agreed that this will need to be reviewed.

Next meeting:

- The next meeting will be December 18, 2025 at 08:00 in the Administrative Conference Room at Lewiston City Hall.

Public Comment:

N/A

Adjournment:

- Motion to adjourn made by Chief Chase. Seconded by Chief Caron.
- Meeting adjourned at 09:01.