

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, September 18, 2025

Time: 0800

Location: Community Room Room, Auburn City Hall

Roll Call:

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

Not Present- Chief Mark Caron

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

Secretary- Katie Gallant

Guest(s)- Derrick St. Laurent, Lewiston Police Department and J.P. Schwartz, AlliedCook

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

Approval of Minutes:

- Motion to approve the August 21, 2025, meeting minutes was made by Councilor Chittim. 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.
- Motion to approve the FY 2026 budget report made by Ms. Allen. Motion seconded by Chief Moen.
- All in favor motion passes.

Director's Report:

General Updates

- Director Hall shared the call stats with the Committee.
 - o Councilor Chittim inquired about the increase in EMD calls and if there was data behind the upward trend?
 - o Chief Chase hypothesized that it was partly due to Maine being the “oldest” State in the Country and partly substance abuse increase.

IT Director's Report

General Updates

- IT Director McKinley has been working with the Auburn Fire Department to adjust their station alerting to ramping tones.

Operations Manager's Report:

Staffing Update

- Operations Manager Cayer informed the Committee that we currently have one person in training and two vacancies. We posted an advertisement for one opening on Monday.
- A CALEA representative will be visiting October 6 through 8 to complete their on-site assessment.

Other Business

Relocation Update

- Director Hall reviewed a comprehensive “start to date” powerpoint of the relocation process with the Committee.
- Guest JP Schwartz from AlliedCook reviewed the high level comparison of costs for 60 Court Street, Auburn and 85 Park Street, Lewiston.

- o Councilor Chittim pointed out a mathematical error and that the 85 Park St construction estimates were from February. He requested that changes be made to the estimate and resubmitted.
 - o Mr. Schwartz said he will have the changes submitted by the end of the day.
- Councilor Chittim made a motion to recommend 60 Court St, Auburn to the Lewiston and Auburn City Managers and Councils for relocation of the 911 Center. Motion seconded by Ms. Allen
 - o Chief Chase asked if the alternative to passing the motion would be to wait for the new estimates to “build a better case” for Court St.?
 - o Director Hall said that in his view the three paths the Committee can take would be
 1. Recommend Auburn Hall,
 2. Recommend 85 Park St., and
 3. Wait for the updated estimate to make a more favorable argument for Court St. and hold a special meeting to vote on the recommendation.
 - o Chief Chase expressed that he felt 60 Court St was a better option with lower estimated construction costs and less risk for hidden costs and construction.
 - o Councilor Chittim agreed that Court St was a more favorable option and recommended that the Committee make a decision today.
- Voting in favor of recommending 60 Court St, Auburn for the relocation of the 911 Center is Finance Director Roy, Councilor Chittim, Chief Chase, and Ms. Allen.
- Ms. Mador, Esq. and Chief Moen were opposed.
- Motion passes.
- Chief Chase recommended that Director Hall request a written Memorandum of Agreement from the City regarding parking, lease, utilities, etc.
- Director Hall said that the next step, provided that both Cities agree to relocation at Auburn Hall, would be to continue the design phase quoted at \$53,000. He recommended that the Committee authorize the execution of the design contract with AlliedCook contingent on both Cities’ approval.
- Motion made by Chief Chase. Seconded by Councilor Chittim.
- All in favor. Motion passes.

General Discussion:

- N/A

Next meeting:

- The next meeting will be October 16, 2025 at 08:00 in the Administrative Conference Room at Lewiston City Hall.

Public Comment:

N/A

Adjournment:

- Motion to adjourn made by Councilor Chittim. Seconded by Ms. Mador, Esq.
- Meeting adjourned at 09:12.