

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, May 16, 2024

Time: 0800

Location: Administrative Conference Room, Lewiston City Hall

Roll Call:

Present- Chief Mark Caron, Chief Robert Chase, Lewiston Councilor Joshua Nagine, Auburn Councilor Benjamin Weisner, Lewiston finance Director Tracy Roy, Patricia Mador, Esq., and Citizen-at-large Michel Lajoie.

Not Present- Chief David St. Pierre and Chief Jason Moen.

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

Secretary- Katie Gallant

Guest(s)- Acting City Administrator Brian O'Malley

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

Approval of Minutes:

- Motion to approve the April 18, 2024, meeting minutes was made by Ms. Mador, Esq. Motion seconded by Mr. Lajoie.
- All in favor. Motion passes.

Executive Session:

- N/A

Financial Report:

FY 2024 YTD Budget Review

- Director Hall reviewed the FY 2024 year-to-date report with the committee. At this point he anticipates an approximate \$45,000 surplus.
- He also reminded the Committee that \$60,000 of the Maintenance and Licensing line was being held over for the first year of the radio service contract. Director Roy inquired about encumbering those funds. Director Hall responded that we haven't in the past but we may want to revisit that.
- A motion to accept the FY 2024 year-to-date budget report was made by Councilor Nagine. Motion seconded by Ms. Patricia Mador, Esq.
- All in favor. Motion passes.

FY 2020 Capital Budget Review

- Director Hall informed the Committee that he and Mrs. Gallant have met with both City Finance Directors and are ready to close the Capital Project account.

FY 2025 Budget Update

- Director Hall discussed his recommended reductions to the budget to be able to meet the \$100,000 budget cut approved by both Lewiston and Auburn.
- He requested that the Committee review the suggestions and bring back direction to the June meeting.

Director's Report:

General Updates

- N/A

Other Business

Appoint 9-1-1 Committee Treasurer

- Councilor Nagine made a motion to appoint Lewiston Finance Director as the treasurer of the 911 Committee. Motion seconded by Mr. Lajoie.
- All in favor. Motion passes.

Strategic Planning Subcommittee

- Ms. Mador Esq. made a motion to appoint Chief Chase, Chief Caron, or their designee, and Councilor Weisner to the Strategic Planning Subcommittee. Motion seconded by Councilor Nagine.

- All in favor. Motion passes.

Consolidation Discussion

- Acting City Administrator O'Malley updated the Committee on the continued discussion of PSAP consolidation with the Cities of Auburn, Lewiston, and Androscoggin County Commissioners. He noted that at this time they are having high level discussions regarding governance and funding. They have not been discussing any operational components.

IT Director's Report

Radio Project Update

- N/A

Operations Manager's Report:

Staffing Update

- N/A

General Discussion:

- N/A

Next meeting:

- The next meeting will be June 20, 2024 at 08:00 in the Community Room at Auburn City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made by Chief Chase. Seconded by Councilor Weisner.
- Meeting adjourned at 08:52.