

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, March 19, 2026

Time: 0800

Location: Community Room, Auburn City Hall

Roll Call:

Present- Chief Mark Caron, Chief Robert Chase, Chief Jason Moen, Chief Carly Conley, Councilor Kelly Butler, Patricia Mador, Esq., and Citizen-at-large Liz Allen.

Not Present- Finance Director Tracy Roy, Councilor David Chittim

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

Secretary- Mark Cayer

Guest(s)-

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

Approval of Minutes:

- Motion to approve the February 19, 2026, 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 noted that this month is trending better than the previous, due in part, to reducing staff from 0430-0630.
- Motion to approve the FY 2026 budget report made by Chief Chase. Motion seconded by Chief Moen.
- All in favor. Motion passes.

Director's Report:

General Updates

- Director Hall informed the committee that four agency employees were receiving Pheonix Awards.

Other Business

Relocation Update

- Director Hall advised that he has a joint meeting with Allied Cook and Xybix next Tuesday to ensure the electricians and engineers are on the same page. Allied Cook states they should have the final cost numbers by the end of March

Fire Station Alerting

- Director Hall advised the Committee that the current fire station alerting is at end of life and no longer supported by Zetron. It would also more than likely have issues with the relocation. For an updated version from Zetron with the same capabilities the quote was \$211,000. Westnet provided a quote of \$214,000 but comes with added capabilities such as dual pathways and voice dispatching which would be a major time saver. Westnet also provided different payment options that could spread the payments out. They also offer a subscription based service which has benefits such as constant maintenance and warranties. Chief Chase shared that the Westnet quote also includes station hardware but Zetron does not have that price in the quote.
- Motion to choose Westnet in the future when the budget permits was made by Chief Moen. Motion seconded by Chief Chase.
- All in favor. Motion passes.
- Motion to authorize procurement through Sourcewell cooperative purchasing program, waiving the competitive bid process as permitted under our purchasing policy was made by Chief Chase. Motion seconded by Ms. Mador, Esq.

- All in favor. Motion passes.

IT Director's Report

- IT Director McKinley informed the Committee an RFP has been submitted for the server project. Initial response from vendors looks like it will not meet what was budgeted due to chip shortages and price increases. We hope to have more numbers for next meeting and then we can discuss options.

Operations Manager's Report:

- Operations Manager Cayer updated the Committee that there is currently one vacancy. Two new employees starting on Monday and two conditional offers have been accepted.
- Received official word that the commission approved our CALEA reaccreditation award.

Next meeting:

- The next meeting will be April 16, 2026 at 08:00 in the Administrative Conference Room at Lewiston City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made by Chief Chase. Seconded by Chief Moen.
- Meeting adjourned at 08:29.