

LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, April 16, 2026

Time: 0800

Location: Adminiistrative 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 Kelly Butler, Councilor David Chittim and Citizen-at-large Liz Allen.

Not Present- Patricia Mador, Esq.

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

Secretary- Katie Gallant

Guest(s)- JP Schwartz and Matt Cook from AlliedCook

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

Approval of Minutes:

- Motion to approve the March 19, 2026, meeting minutes was made by Chief Chase Motion seconded by Ms. Allen.
- 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 Councilor Chittim. Motion seconded by Chief Chase.
- All in favor. Motion passes.

FY 2027 Budget Update

- Director Hall informed the Committee that the budget reviews with both Cities went well. He is just waiting on them to finalize their budgets.

Director's Report:

General Updates

- N/A

Other Business

Server Storage RFP

- Director Hall requested a motion to award the Server Storage Project bid to CDW provided that IT Director McKinley can negotiate the quote to \$300,000 or less.
- Motion was made by Finance Director Roy. Motion seconded by Chief Chase.
- All in favor. Motion passes.

9-1-1 Center Relocation

- JP Schwartz and Matt Cook from AlliedCook attended the meeting to discuss the submitted Design/build proposal. Questions were asked regarding the likelihood of significant changes and increases over the course of the project. It was assured that significant changes were very unlikely.
- Motion to sign the letter of intent with further negotiations tasked to Director Hall, Chief Moen, and Finance Director Roy was made by Councilor Chittim. Motion seconded by Chief Chase.
- All in favor. Motion passes.

Dispatch Console Furniture

- Director Hall requested that the Committee award the bid for the dispatch console furniture to Xybix.
- Motion made by Councilor Chittim and seconded by Ms. Allen.
- All in favor. Motion passes.

IT Director's Report

- IT Director McKinley informed the Committee that he is currently verifying that the new CAD software is installed at all agency departments and all in vehicle hardware. The go-live date is scheduled for mid-May.
- He cautioned the Chiefs that there would be a significant outage on the date that the Center relocates and they should have a plan in place.
- Chief Chase mentioned that there will be redistricting plans when Auburn Central station moves to the temporary Kittyhawk location.

Operations Manager's Report:

- Operations Manager Cayer updated the Committee that the two trainees are taking classes at the Academy in Augusta. They have both passed their EMD certifications.

Next meeting:

- The next meeting will be May 21, 2026 at 08:00 in the Community Room at Auburn City Hall.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made by Councilor Chittim. Seconded by Chief Chase.
- Meeting adjourned at 08:32.