LEWISTON-AUBURN 911 COMMITTEE

MINUTES

Date: Thursday, September 17, 2026

Time: 0800

Location: Administrative Conference Room, Lewiston City Hall

Roll Call:

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

Not Present- Finance Director Tracy Roy

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 08:01.

Approval of Minutes:

- Motion to approve the July 30, 2026, meeting minutes was made by Councilor Chittin. Motion seconded by Ms. Mador, Esq.
- All in favor. Motion passes.

Executive Session:

- Motion to enter into executive session for a personnel matter made by Chief Moen at 08:05. Motion seconded by Councilor Chittim.
- All in favor. Motion passes.

Financial Report:

FY 2026 Budget Update

- Director Hall reviewed the FY 2026 year to date budget. He anticipated that Finance Director Roy will have the unaudited financial statement ready for the October meeting.

- Motion to approve the FY 2026 budget report made by Chief Chase. Motion seconded by MS. Mador, Esq.

- All in favor. Motion passes.

FY 2027 Budget Report

- Director Hall reviewed the FY 2027 year to date budget report with the Committee. He noted that the report doesn't have the correct percent used because the budget has not been funded in Munis yet.

- Motion to accept the FY 2027 budget report made by Councilor Chittim. Motion seconded by Chief Chase.

- All in favor. Motion passes.

Director's Report:

General Updates

- Director Hall reviewed the call statistics.

- He noted that the Server project purchases were complete and all materials have been received.

Other Business

9-1-1 Center Relocation

- Director Hall informed the Committee that the dispatch furniture was currently being installed and that the room had carpet and paint.

- The timing of the relocation is still fluid due to all the moving parts.

- He requested permission to rent storage space using operational funds, not to exceed $168.00 per month.

- Councilor Chittim made the motion to approve storage rental not to exceed $168.00 per month. Motion seconded by Chief Chase.

IT Director's Report

- N/A

Operations Manager's Report:

- Operations Manager Cayer updated the Committee that our part-time employee has resigned.
- Both trainees have completed training and have been assigned to shifts.
- There are two vacancies that we are currently accepting applications for and have started the interview process.
- The CALEA virtual annual assessment is scheduled for next week.

Next meeting:

- The next meeting will be October 15, 2026 at 08:00. Chief Moen directed Mrs. Gallant to reach out to his executive assistant to schedule the EOC on the third floor of Auburn City Hall for the meeting so the Committee can see the progress of the 911 Center.

Public Comment:

- No public comment.

Adjournment:

- Motion to adjourn made by Councilor Chittim. Seconded by Chief Moen.
- Meeting adjourned at 08:30.