

RECEIVED FOR RECORD
WATERFORD, CT

TOWN OF WATERFORD
INFORMATION TECHNOLOGY COMMITTEE (ITC)
DECEMBER 21, 2011 3 PM REGULAR MEETING MINUTES
WATERFORD TOWN HALL/BOARD OF EDUCATION CONFERENCE ROOM

12/21/11 -3 AM 10:34

ATTEST:
TOWN CLERK

Members Present:

Rudie Beers, Chair

Mike Bekech, Mark Burnham, Ed Crane, Brian Flaherty, Craig Merriman, Bruce Miller, Roslyn Rubinstein, Sally Ritchie, Tom Wagner

Item 1, Call to Order: Quorum established, meeting called to order by the Chair at 3 pm. Chair welcomed RTM Representative Craig Merriman to the committee.

Item 2, Approval of Minutes of the Special Meeting of September 28, 2011: Motion to accept minutes by Rubinstein. Seconded by Bekech. Abstentions: Merriman.

Item 3, Reports on Projects and Upgrades: Crane provided report and noted wireless access was added to the Community Center, and a 2nd fiber line was installed at the Library. Rubinstein praised the work of Crane and his staff. **Motion** to accept reports by Miller. Seconded by Wagner. Unanimous.

Item 4, Consider and act upon the disposal of surplus computer hardware: Motion by Wagner, seconded by Bekech. Unanimous.

Item 5, Consider and act upon allowing the Registrars of Voters to have network access: Motion by Wagner, seconded by Flaherty. To include two work stations. Registrars agreed to protocol. Unanimous.

Item 6, Consider and act upon recommendation of the Website Sub-Committee to provide a link on the Town's website to Mail-A-Map: Motion by Rubinstein, seconded by Ritchie to not approve. Not consistent with current policy. Unanimous

Item 7, Consider and act upon recommendation of the Website Sub-Committee to provide a link on the Town's website to "Good Donor" a division of Knowledge marketing: Motion by Ritchie, seconded by Burnham to not approve. Not consistent with current policy. Unanimous.

Item 8, Correspondence: Copy of e-mail to Recreation & Parks summarizing the process for asset disposal presented and discussed as a reminder to all Departments.

IT Meeting Minutes 12/21/11

Page 2

Item 9, Old Business:

- a) Report back to Committee on the prior authorization by the Chair for the purchase of 20 workstations and monitors at a cost of \$ 13,581.20 in accordance with the annual replacement schedule. Funds were available in line items # 30110-55739 (\$585.56) and # 12070-54130 (\$12,995.64).
- b) Report back to committee on the prior authorization by the Chair to provide two networked workstations and monitors for registrars.
- c) Report back to Committee on the prior authorization by the Chair to submit the Information Technology Committee's FY 11 annual report.
- d) Report back to the committee on the prior authorization by the Chair to submit the Information Technology Committee's Calendar Year 2012 Meeting Schedule and Committee Assignments to the Town Clerk.

Item 10, Adjournment: Motion by Wagner, seconded by Ritchie. Unanimous.

Respectfully submitted,

Brian W. Flaherty
Recording Secretary