

MINUTES  
SPECIAL MEETING  
INFORMATION TECHNOLOGY COMMITTEE  
APRIL 1, 2014, 9:00 a.m.  
BOARD OF EDUCATION CONFERENCE ROOM B

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TOWN CLERK

A Special Meeting of the Informational Technology Committee was held on April 1, 2014, at 9:00 a.m. in the Board of Education Conference Room B. Members present were Rudie Beers, Chair, Mark Wujtewicz, Roz Rubinstein, Kathy Peterson, Mike Bekech, Kristin Zawacki, Brian Flaherty, Julia Watson-Jones and Tali Soto. Invited guests included Lt. Brett Mahoney, Waterford Police Department, Dennis Goderre, Planning Director, Lori Lewis, Waterford Emergency Management Dispatcher, Jim Bartelli, Assistant Director, Utility Commission and Joshua Williams, local representative of ESRI, the Town's partner in developing its GIS system.

Meeting was called to order at 9:04 a.m. by Chairperson Beers after establishing a quorum was present. Ms. Beers explained that the meeting was a collaborative one to discuss with the Town's GIS stakeholders their long-range GIS needs and to also discuss ArcGIS Server implementation and development. Ms. Beers turned the meeting over to Dennis Goderre, Planning Director, who had originally requested the meeting. Dennis reports his main purpose for requesting the meeting was to determine whether or not ArcGIS Server will meet the Town's GIS needs.

Mr. Williams questioned the various members of each department as to what was available on the Town's GIS system and what their vision for the future would be.

Planning Perspective – Mark Wujtewicz notes that the Town's GIS is a desktop system not an enterprise system and both Town and the Utility Commission maintain separate accounts. He notes that the last aerials of 2009 captured data with no attributes, just features. Basically, Planning and Zoning uses the GIS to look up data regarding property values and for working with consultants to use the data to complete such things as watershed studies in an effort to provide models for downstream development. The Planning Department also utilizes the GIS system as a service to provide property owners with plot plans of their properties for Building Permit and Zoning Compliance Permit reviews. The last parcel-layer update was conducted in-house in 2007 or 2008.

Utility Commission – Tali Soto and Jim Bartelli notes that the GIS is primarily used by the in-house surveyor to prepare maps and for querying. In the future, the department would like to link field data to infrastructure and to the Utility Commission's SSES software. This would provide an invaluable tool to manage assets. Both expressed concerns as to how good the data in the existing GIS system is since implementation in 1998.

Recreation and Parks – Brian Flaherty noted his Commission would look towards using the system to share information on recreational facilities and trails. He feels this might open the Town up to receiving additional grants for these purposes.

Department of Public Works – Kristin Zawacki concurs that she also has concerns dealing with the accuracy of the Town's GIS data. She sees a great potential for using the system for asset management.

Emergency Management and Police – Brett Mahoney and Lori Lewis notes the Town uses VisionCad, but can't plot such things as the location of hydrants because the fire system doesn't talk to the Police and Emergency Management software. Both expressed a desire to develop a system that would allow the police and emergency services to better deploy resources to address issues with

businesses and residences. Lt. Mahoney further notes that the VisionCad system will integrate with ESRI software.

Assessor Mike Bekech – noted he uses the GIS through Vision software and utilizes the data for modeling, analysis and parcel updates.

Joshua Williams - ESRI Account Representative provided company background noting that it is 42 years old and notes their focus is to build and develop software using a network of partners to assist with data development and management. That being said, he notes that generally the data base itself will be populated by the Town to provide the capabilities required. Considerations may need to be made, for example, perhaps requiring developers to submit their information in an electronic format so that it can be available to all. He notes that the problem with ViewPoint access is that it is only available to licensed users and that is why he feels ArcGIS Server will best fit the Town's needs.

Briefly discussed mobile applications and identified that along with the Police Mobile Data Computers, there is a need in permitting, Utility Commission and Public Works for remote access to the GIS from the field. Further discussion ensued dealing with real time data sharing during major catastrophic events. Mr. Williams noted that the Town would have to have ArcGIS on line and a public server in order to expose the GIS information to Town unlicensed personnel and the public.

Mr. Williams noted that ArcGIS provides for web mapping and offers a series of data management tools. He notes that it replaces the workload to transfer data and that Standard Workgroup is probably where Waterford needs to start. If the Town purchased ArcGIS Server, the local government application package is free of charge.

Ms. Beers notes that Mark Wujtewicz is the Information Technology point person to work with GIS stakeholders to determine the best course of action to take in regards to the Town's GIS system. He is to contact the Chair when the stakeholders are prepared to make a recommendation.

Respectfully submitted,



Rudie Beers, Chairperson  
and Recording Secretary