

Town of Waterford
IT Committee Regular Meeting
October 21, 2015
Waterford Town Hall – Board of Education Conference Room B

Members present:

Members – Maryanna Stevens, Chair, Michael Bekech, Brian Flaherty, Sandy Kenniston (left @ 3:50 p.m.), Cheryl Larder, Brett Mahoney, Marlena Montgomery, Sally Ritchie, Roz Rubinstein, Neftali Soto
Staff – Ed Crane

Item 1

Call to Order – Chair Stevens called meeting to order at 3:03 p.m.

Item 2

Approval of minutes of regular meeting of June 17, 2015

Motion to approve – Brian Flaherty

Seconded – Marlena Montgomery

Motion passed – unanimous

Item 3

Approval of 2016 Regular Meeting Schedule

Motion to approve – Sally Ritchie

Seconded – Michael Bekech

Motion passed – unanimous

Item 4

Reports on Projects and Upgrades

IT Director Ed Crane

Projects include: Town internet cutover from Digital Back Office to CEN (Connecticut Education Network); 24 PCs with Windows 7 donated by BOE deployed at Municipal Complex, 1 deployed at Senior Services; Wi-Fi system at WPD enhanced and expanded; YSB computer lab PCs upgraded to Windows 7.

Item 5

2005 SQL servers

Approval to authorize the upgrade of the 2005 SQL server at an estimated cost of \$4,270

Motion to approve – Michael Bekech

Seconded – Brian Flaherty

Motion passed – unanimous

Approval to authorize labor costs to upgrade 2005 SQL server at a cost of \$587.50

Motion to approve – Michael Bekech

Seconded – Brett Mahoney

Motion passed - unanimous

Item 6

Discussion with Ed Crane on addressing aging Town IT infrastructure and Town of Waterford Tech Plan

Discussion included the current, outdated SOP between the town and the BOE for IT services;

network security upgrades; expansion of Town Wi-Fi network; upgrade of all legacy/obsolete servers, desktops and laptops. Ed reported that 6 PCs are needed immediately to support software – 3 for WPD and 3 for Dispatch.

Motion to request from Board of Selectmen an additional appropriation not to exceed \$5,400 to purchase 6 workstations

Motion to approve - Marlena Montgomery

Seconded – Sally Ritchie

Motion passed – unanimous

Recommendation that Ed address the Board of Finance at its November 18th meeting re: the state of IT in the town. IT Committee members asked to be present at BOF meeting.

Item 7

Appointment of sub-committee – IT CIP submissions

Maryanna Stevens and Brett Mahoney volunteered to serve as sub-committee.

Item 8

Report from sub-committee on IT Policies and Ordinance update

Maryanna Stevens reported that sub-committee (MS, Sally Ritchie and Roz Rubinstein) will have draft of recommended revisions for IT committee c. January 2016.

Item 9

Old Business – no old business noted

Item 10

New Business – Sally Ritchie noted that there is much outdated and obsolete information on the town network G drive and T drive. She volunteered to have recommendations for deletions. She also recommended that info currently on two drives be combined on to one drive.

Item 11

Correspondence – no correspondence

Item 12

Adjournment

Motion to adjourn – Brian Flaherty

Seconded – Neftali Soto

Motion passed – unanimous

Meeting adjourned at 4:17 p.m.

Respectfully submitted,



Roz Rubinstein
Recording Clerk