

Town of Waterford
Information Technology Committee Regular Meeting
December 16, 2015
Waterford Town Hall-Board of Education Conference Room

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TOWN CLERK

Members present: Maryanna Stevens, Chair, Michael Bekech, Brian Flaherty, Brett Mahoney, Calley Merriman (RTM), Kathleen Peterson, Abby Piersall, Marlena Montgomery, Sally Ritchie, Roz Rubinstein. Tali Soto, Kristin Zawacki.

Staff: Ed Crane.

Item 1

Call to Order: Chair Stevens called the meeting to order at 3:05 p.m.

Item 2

Approval of minutes of the October 21, 2015 meeting. Motion to approve- R. Rubinstein. Second-M. Bekech. K. Zawacki, A. Piersall, C. Merriman abstained. Motion passed- unanimous.

Item 3

Reports on projects/upgrades. IT Director Ed Crane. T-1 repairs made by Frontier, issues resolved. Twenty-five computers purchased for the town. Virtual service to be bid. Emergency operations center phone system to be considered at a later time. Voice mail access through email for Department Heads forthcoming.

Item 4

Review and approval of IT Committee proposed FY 2016/2017 budget. Discussion: IT Committee representatives made a presentation to the Board of Finance on December 9, 2015. Presentation was received well. Chair Stevens presented the plan. Twenty-five computer replacements planned; this will allow for needed replacements and leave seven available for those needing replaced for harddrive/other issues. Ten desktops at the community center are outdated. Four desktop replacements planned for the community center lab, four will be chrome books which will allow for cost savings. Budget down approximately 3%. Motion to approve- S. Ritchie. Second-M. Bekech. Motion passed- unanimous.

Item 5

Old business. None reported.

12/16/15 IT Committee Minutes Page 2

Item 6

New business: Posting of meeting schedule to be placed on town's web page. Discussion on system requirements for software. This should be provided by vendor. M. Stevens, R. Rubinstein, S. Ritchie to continue review IT Committee town ordinance.

Item 7

Correspondence: Letter from Board of Finance appointing Cheryl Larder as liaison to the IT Committee.

Item 8

Adjournment. Motion to adjourn- M. Montgomery. Second-S. Ritchie. Motion passed-unanimous. Meeting adjourned at 4:05 p.m.

Respectfully submitted,
Brian W. Flaherty

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Recording Clerk