Members present: B. Mahoney, Chair, R. Rubinstein, D. Campo, J. Reid, K. Peterson, B. Flaherty, J. Trelli, N. Soto, P. Walton A. Wiensky and E. Crane

Item #1 – Call to Order
Chairman Mahoney established a quorum and called the meeting to order at 2:00 p.m.

Item #2 – Approval of Minutes for September 18, 2019 meeting
Moved: K. Peterson
Seconded: B. Flaherty
Motion passed: Unanimous

Item #3 – Status report of IT director
E. Crane updated the Committee on the September IT activity.

Item #4 – Old Business

a. Update – Credit Card and on-line purchasing
Chairman Mahoney noted that the Finance Director was going to update the Committee on this item but that he was not present for the meeting. J. Trelli stated that he and B. Flaherty had researched several software but research was ongoing. B. Flaherty stated he was still leaning toward RecTrac.

b. Cameras – Interior requirements
Chairman Mahoney noted that he wrote an encumbrance letter for the cameras and printers but did not request a requisition for servers, printers, and cameras. He stated he was going to request the re-instatement of these funds.

c. Cameras – Exterior Project
Chairman Mahoney stated the cameras on Cross Roads would be installed and running by mid-November.

d. Printers
Chairman Mahoney stated Jeff Robillard did a town wide printer review and noted the printers that have the highest print count will be replaced first.
Item #6 – New Business
   a. *FoxPro Emergency Management Software*
      Chairman Mahoney stated the State utilizes a software called WebEoc and they are working on sectioning each Town so special needs/people can be entered for each town and only that town can see their special needs list. This would eliminate the need for FoxPro.

Item #5 – Adjournment
   Motion to adjourn.
   Moved: D. Campo
   Seconded: B. Flaherty
   Motion passed: Unanimous

Meeting adjourned at 2:22 p.m.

Respectfully submitted,

[Signature]

Mahena Montgomery
Recording Secretary