

TECHNOLOGY COMMITTEE
REGULAR MEETING
SUFFIELD, CONNECTICUT
JUNE 8, 2016

The Chair, Michael Stevens, called the meeting to order at 7:00 p.m. Present were Will Herman, Keith Woods, Rich Drinan, Larry Grigley, Matt Service Dan Beaudoin and Kim Lord. Also in attendance was Eric Baransky, who has been nominated to the Board of Selectmen to replace Eileen O' Sullivan.

Discussion was had concerning:

- Police Video and Security Open House planned for June 17, 2016 by a possible vendor candidate. Dan Beaudoin volunteered to follow up with the Police Chief with any material made available by the vendor.
- Streaming Video to be shared by the town and the schools. Dan Beaudoin will arrange a meeting with a vendor candidate and forward that meeting to the balance of the committee members with the goal that an initial assessment of the products can be considered.
- VoIP phone systems for the town and schools. Currently, there is an approved budget for the purchase of a new phone system for the town, with an additional available balance of \$35,000. The vote was unanimous that the funds be wholly dedicated to the purchase and installation of the new system, rather than extend the contract for the system to be replaced.
- Town Website: Based upon feedback and input by the First Selectmen, the decision was made to proceed with the development of a new website for the town, rather than put that project on hold while other vendors were assessed. The rationale is that the current vendor offers significantly more by way of capabilities than is currently leveraged at no additional cost to the town.
- Internet Usage policies: Keith Woods is in the process of reviewing the currently in force policies, with the goal to update the town and school policies to the current standards.
- Police Laptops: The police department has been approved for approximately \$30,000 in the 2016-17 budget year for the purchase of replacement laptops to be installed in each of the town's cruisers. The Technology committee has been able to contract for equipment that is equal or better than the specifications laid out by the Police Department for 2/3 the projected cost. The purchase will be made through existing town contracts, allowing for existing discounts and options to be exercised.
- Bulk scanning of stored town documents. Currently, there is a significant amount of documentation stored in the Town Hall. The plan is, as part of the renovation activities, to remove those stored documents and store electronically those items allowed by state statute. This will allow for those documents to be stored off-site in a better location, but also be available for immediate review through an online service. This will require exploring vendors that provide a bulk scanning service and the costs associated. Three members of the committee have volunteered to identify potential candidates that can be interviewed for consideration.

Upon motion duly made by Mr. Stevens, seconded by Mr. Woods, it was voted unanimously to adjourn the meeting at 8:00 p.m.

Respectfully submitted,
JM Stevens