

Suffield Technology Committee
Regular Meeting: November 9, 2016 Suffield, CT

The meeting was called to order at 7p. Present were Matt Service, Dan Burnham, Larry Grigley, Eric Baranski, Michael Stevens and Tracy McDonagh

No vote was held on the previous meeting minutes as they had not been posted at the time of the November meeting.

Items discussed:

Introduction of the newest member:

With the resignation of Rish Drinan, a new member was selected by the Board of Selectmen to fill the opening. The group took a few minutes to introduce themselves to Mrs. McDonagh as well as to have Mrs. McDonagh introduce herself to the group.

Police Department Laptops:

Mr. Stevens commented that, due to some road side assistance that he was able to get from one of the local officers, he was able to get first hand feedback on the new laptops that had been installed in the cruisers recently. That feedback was overwhelmingly positive as the officer reported that the devices had all of the attributes that were needed as well as were far better than the devices they replaced. Mr. Burnham commented that this is the sort of news that should be shared with the town, either via social media or the Suffield Observer (or both).

Police Department Locks and Cameras project:

Mr. Grigley reported out that, after extensive interviewing with the Police Chief, the available vendors and the school support team, two vendors appear to have the products available that will meet both the minimum interoperability requirements as the functional requirements of the Police Department. The Committee members discussed at length the benefits and drawbacks of the alternative solutions each vendor provides and it was determined that the best option was to engage one of the vendors already contracted with the town to identify a final pricing structure to present to the Police Department for approval.

Voice over IP (VoIP) project:

Mr. Stevens reported that the functional requirements from the schools had been received and he was working with the Town's IT Director (Dan Beaudoin) to lock down the Town requirements. The goal being to combine the requirements of the two entities and have them approved by both the First Selectman and Superintendent of Schools before submitting to selected vendors as part of the Request for Proposal (RFP) process. The goal being that the Town phone system would be replaced by Q1 2017 and would provide enough cost data for the Schools to include in the 2017-2018 budget proposal.

Scanning of Town Records:

Mr. Baranski reported that he had begun the requirements gathering process, including physically touring the current storage process of the town documents and what might be the best options available to the town. The goal is to identify a solution by the time that the Town Hall is to be fully vacated ahead of its renovation. He will report out during the December meeting the results of the fact finding efforts that he is leading.

Upon motion duly made by Mr. Stevens and seconded by Mr. Grigley, it was voted unanimously to adjourn the meeting at 8:10p.

Respectfully submitted.
JM Stevens