

Computer Committee Minutes – May 26, 2010

Present: Members Kevin Motta, Jon Sturgis and Town Administrator Debra Roussel

The meeting opened at 5:30 p.m.

Committee reviewed request from Tax Collector for installation of counter kiosk to enable payment via credit card. The office does not have ability to accept; however agreement with Unibank provides credit card payments via Town website for tax bills and various town clerk services. For a relatively small set up cost, it will allow us to capture payments that might otherwise be lost. Committee indicated need to confirm available drop on the network and that 2 – 110 volt outlets for monitor and box. Surplus box, keyboard and mouse are available; flat panel monitor only up front cost at present.

Committee members informed of possibility of new members; agreed more the merrier. Request to encourage interested parties review prior minutes, so they know what committee has done to date and won't have to spend time repeating prior considerations. Potential new members with web experience. Committee discussed current arrangement for website maintenance. Webmaster not responsible for content; Town secretary forwards as pdf file and he posts; has also volunteered to assist with transfer of data to Virtual Town Hall hosting being discussed.

On a motion by Kevin Motta, seconded by Jon Sturgis the Committee voted unanimously to accept minutes of April 28, 2010 as written.

Discussed available line item balance; prioritizing needs. Need for two flat panel screens, one for kiosk and other for Town Clerk to replace CRT monitor. Jon indicated lifecycle of ideas, where are we going...NAS box, more options. Discussed need to convert library offices to town network for auditing of data and security. Library network not secure for Town business. Promote article to connect buildings to one network. Wireless an option. Deb noted wireless availability in Board of Health office. Members wondered if wireless network secure or encrypted. Question on what would be more cost effective. Need for additional hookup very expensive. Wireless access point cheap, but wireless card for everyone is expensive. Explained redundant disk array; more than one part, so if one fails, no loss of data. NAS – CM Geeks would set up windows command on each computer as to what to back up; would be automatic. Jon to check more prices before use of balance in FY2010. Noted will need to be set up and drop point; secure area. Based on estimates, 1000 GB = 1TB will be able to afford 3 or 4 TB; more than sufficient for need. Jon to provide firm estimates and if sufficient funds available to cover cost will move forward with purchase of NAS box. If not, will purchase monitors as discussed.

Next meeting June 23, 2010.

Meeting adjourned at 6:45 p.m.

Respectfully submitted,

Debra Roussel, Town Administrator