

The meeting was called to order at 7:03 PM by Chairman Dustin Liukkonen. Present in addition to Dustin were Tom Koenig, the committee's Town Council representative, and members Curtis Conrad, Jamie MacFarland, and John Sauter. Member Adonis ElFakih was absent. Also present was Chuck Miller, the committee's liaison to the Town's IT department.

John moved and Curt seconded the motion to approve the minutes of the meeting of September 30, 2015. The motion to accept the minutes passed 4-0-1, with Jamie abstaining because he had not been present.

We discussed item A1 of the issues list, which is the heavy dependence on Chuck. Salem outsourced their entire IT department, leaving only one contract person on-site. They now use a ticketing system to record problems, and any work not covered by contract is billed to the Town. The result is that they have not saved as much money as they expected to. Chuck's assistant, Tim Hutchinson, specializes in face-to-face problem solving, whereas Chuck prefers to operate remotely. Tim has been working with Chuck for over a year. Chuck will send the committee a simplified network diagram. Curt suggested that the Town could use LTE cell phone technology as a backup for the Police Department's connection to the State, which currently depends on using a VPN through the Town's network. This would be done using a Cisco 819 router.

We discussed item A2 on the issues list, which is the backup procedures. The Police Station is getting a new radio system, which requires an air-conditioned environment. As part of converting an interview room for this purpose they are also moving the network equipment to this room from the old furnace room in the basement. As a result it will be possible move half the NAS to the Police Station. This project is moving slowly due to higher than anticipated costs.

We discussed item A3, which is the high cost of software. Dustin has done some research on Google Docs for Government, and found that it will cost \$10 per month per user to include the security and searching capabilities that we will need. Exeter New Hampshire tried Google Docs, but returned to Microsoft Exchange. Dustin had the same experience. Curt has looked at using Microsoft Office 365, which costs about \$100 per person per year. Currently we pay about \$300 per person for a license that lasts as long as Microsoft is willing to support the product; we are still using Microsoft Office 2003.

In the same context we discussed using thin clients. Chuck is concerned that the effort to move to a virtual desktop may not save us any money, comparing it to the effort to move to a new telephone system, which did not result in the anticipated cost savings. Dustin will contact the Finance Director to get financial information about IT. Curt will get information to Chuck about vendors to contact for a Request for Information.

The Town has completed the installation of the RFID locks on the doors—Dustin got his card today. Issue item A6, involving Town Hall security, is done.

Jamie can do a “best practices” presentation on IT security. He will put Chuck in touch with someone who can install a security analysis box. Chuck may choose to share a redacted version of its report with the committee.

We discussed item A4, which is Chuck's lack of experience. Chuck is getting vendor-provided training, and where that is insufficient he has access to inexpensive local support. We decided to make this item inactive.

There were no comments from the press or public.

John moved and Jamie seconded the motion to adjourn, which passed 5-0-0. Dustin adjourned the

meeting at 8:48 PM.

Respectfully submitted,

John Sauter, secretary, Technology Committee