

**Information Systems Advisory Board Meeting
January 8, 2002
Minutes**

Members Present:
Beth Ahern
Leon Barzin
Chris Gerais
Steve Anderson
Lee MacQuarrie
Alan MacDonald
Peter Kirkby

Other s Present::
Alan MacDonald

Absent::
Doug Flemming
Michael Jaillet
Iva Conti

The minutes of the November 6th and December 4th meetings were approved as submitted and will be posted on the web site.

I. OLD BUSINESS

A. TOWN UPDATE

Beth reported that the Town has been occupied with the following:

1. *New Website*

The town website has been redesigned and a new residents page added.

2. *Web-Trends Report*

The annual Web-Trends report was distributed to all ISAB members. The Library web page was the most visited site on the town website. Wednesday is the busiest day for the website. The weekends are also busy considering town employee traffic is minimal during that time.

3. *Fire Department*

The fire department has purchased new reporting software and it is in the process of being installed.

4. *High Speed Internet*

Nothing new to report from AT&T regarding high speed internet access. Peter Kirkby suggested inviting Maureen Nolan from Verizon to the next ISAB meeting to give us an updated status on ADSL.

5. *Operations Budget*

The operations budget will be maintained from last year, with minimal changes.

6. *Rotary Club*

The regional rotary district selected Beth Ahern, Manager of Information Systems, to participate in a one-month business exchange to Norway. Beth is the fourth person from Westwood that has been selected to participate in this type of exchange. Beth will be attending this program in May 2002.

B. SCHOOLS UPDATE

1. *New High School*

Alan MacDonald reported that there will be a special town meeting on February 27, 2002 to address the over budget issues with the new High School.

C. GIS UPDATE

1. *New GIS Software*

The GIS department has purchased Arch Info so that some edits that were previously outsourced can be done in house.

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2. *New GIS Plotter*

The GIS department is in the process of purchasing a new plotter.

3. *Sewer Betterments*

The GIS department has completed the betterment calculations for the previous sewer work.

4. *Aerial Photography*

The exploitation of the aerial photography from the last flyover has not been completed.

II. NEW BUSINESS – *none reported*

III. OTHER BUSINESS – *none reported.*

IV. PUBLIC & PRESS

V. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Next meeting February 5, 2002 at 7:30pm, Selectmen's Meeting Room, Town Hall.

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