Information Systems Advisory Board Meeting
February 5, 2002
Minutes

Members Present*:*
Beth Ahern
Leon Barzin
Steve Anderson
Peter Kirkby
Doug Fleming

Absent::
Lee MacQuarrie
Chris Gerais
Alan MacDonald
Michael Jaillet
Iva Conti

The minutes of the January 8th meeting 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 Building Permit Database*

    The IS department created a new building permits database in access. This will allow the building department to access and maintain their data more efficiently.

2. *Assessors Database*

    A new access database is being proposed for the Assessors department. This database will be used to enter in all new data electronically. When a new software package has been chosen, the existing property cards will be scanned.

3. *Request for Quote #4722*

    The request for quote #4722 for payroll/human resources processing services was distributed to all ISAB members for their review.

4. *High Speed Internet*

    AT&T has informally announced that the Town of Westwood is scheduled to have High-Speed Internet Access in the Fall of 2002.

5. *Satellite Dish Demo*

    The IS department is pursuing the idea of having a Stateline Dish vendor come and demonstrate their Satellite Dish as an alternative solution to High Speed Internet. We would like to invite the residents to come to this demonstration and decide if this is a feasible option for them.

6. *Biongo*

    A new company, called Boingo Wireless offers wireless Internet service from many locations. The local companies participating in this service are The Elliot Hotel, The Four Seasons, and the Windham Suites, in Waltham. Leon Barzin will visit the Windham Suites in Waltham and test out this new service.

7. *Cable Outage Report*

    A cable outage report was distributed and reviewed by all ISAB members.

8. *New DPW Server*

    A new server will be installed on February 8, 2002 at the DPW.

9. *New DPW Plotter*

    A new plotter has been ordered for the DPW.

B.   SCHOOLS UPDATE

   1. New server for School Department

   A new server for the school department will be installed next week.

   2. Thurston Middle School Email Letter

   The Thurston Middle School has begun distributing letters via email.

   3. Report Cards

   Report cards were generated for the High School and Middle School.

C. GIS UPDATE

   1. Open Space Review

   The GIS is working on an open space inventory review.

   2. Sewer Betterments

   The sewer betterments have been completed.

II.   NEW BUSINESS – *none reported*
III.   OTHER BUSINESS – *none reported.*
IV.   PUBLIC & PRESS
V.   ADJOURNMENT

The meeting was adjourned at 9:00 p.m.

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