

**Information Systems Advisory Board Meeting  
October 1, 2002  
Minutes**

**Members Present:**

Beth Ahern  
Leon Barzin  
Lee MacQuarrie  
Chris Gervais  
Steve Anderson  
Peter Kirkby  
Neil Fleming  
Chris McKeown

**Absent:**

Alan MacDonald  
Doug Fleming  
Mike Jaillet

**Guests:**

Brian Hawkes

The minutes of the September 3<sup>rd</sup> 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. Assessing RFP**

*Two bidders Vision Appraisal and Patriot Properties were selected as finalists for the Assessing CAMA software package. They both made a presentation to the Board of Assessors in September. Based on the presentations and discussions with clients of each vendor, the group recommended Vision Appraisal. The IS department will send a letter to the Board of Assessors identifying our recommendation of Vision and requesting a written confirmation from the Assessors.*

**2. Payroll/Human Resources Processing Services**

*The IS department is coordinating the conversion of payroll functions from the current municipal software to Harpers Payroll Services.*

**3. Automatic Tax Payments**

*The IS department is investigating the possibility of automatic deductions of the quarterly tax bill from a taxpayers bank account.*

**4. Wireless Network**

*A wireless antenna was installed on the Islington Fire Station radio tower. Michael Oh from Tech Superpowers, Inc., presented a report identifying the street level testing performed, cost options and conclusion for a wireless network. This report included a map identifying areas with 100% wireless coverage, 70%, 30% or no coverage available. No additional equipment is needed in the 100% coverage area, however there would be equipment required for the 70% and 30% areas. This investment by the residents could be as much as \$350. There would also most probably be a monthly cost for a shared T1 line. The cooperative business model was also discussed with the potential for bandwidth theft. It was suggested that some form of user authentication may be required.*

*The Board agreed that in order to ask residents to make the initial investment in the wireless equipment, the town should be able to make a commitment to the wireless network for at least 12 months. Leon Barzin, Neil Fleming and Chris McKeown will prepare a summary of the wireless network which will be presented by Beth Ahern to the Selectmen at the next Selectmen's Meeting.*

**B. SCHOOLS UPDATE**

**1. Middle School Cable Issues**

*The INET cable to the Middle School was accidentally cut during the installation of the modulators. AT&T made a temporary fix but will have to return when the modular installation is complete.*

**C. GIS UPDATE**

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*None reported*

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

The meeting was adjourned at 10:00 p.m.

**Next meeting November 5<sup>th</sup> at 7:45pm, Selectmen's Meeting Room, Town Hall.**

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