

**Communication Technology Advisory Board Meeting
October 10, 2006
Minutes**

Members Present:
Donna McClellan
Mel Bernstein
Chris Gervais
Leon Barzin
Mike Jaillet
Lee MacQuarrie

Members Absent:
Beth Ahern
Mark Hichar
Steve Anderson

I. MINUTES:

The minutes from the June 13 and September 12 meetings were reviewed and approved. They will be posted on the CTAB web page.

II. ACCOMPLISHMENTS:

Information Technology Department accomplishments for September 2006 were distributed.

III. OLD BUSINESS

Verizon FTTP: The status of the Verizon negotiations is not completely known at this time. Peter Epstein is out of the office for the month of October. The last communication indicated that the language issues had all been resolved.

ConnectCTY The majority of CTAB members approved the use of cable monies for the ConnectCTY funding. Chief Chase, Pam Dukeman and Marie O'Leary were notified that these funds could be used. It was also suggested that a town wide test of the phone notification be performed when the system is made operational.

Cell Phone Coverage: A rfp is being developed and will be made available to cell phone companies.

IV. NEW BUSINESS –

Emergency Plan: A records management emergency plan has been started and is being coordinated by the IT department. Each department is currently preparing an inventory of necessary records, documents, etc and identifying primary and backup locations.

V. OTHER BUSINESS - none reported.

VI. PUBLIC & PRESS

VII. ADJOURNMENT – 8:40 p.m.

Next meeting will be on November 14th at 7:30pm, at the Senior Center.