

**Communication Technology Advisory Board Meeting  
January 6, 2004  
Minutes**

<b>Members Present:</b> Donna McClellan Leon Barzin Mel Bernstein Beth Ahern Chris McKeown Mark Hichar Mike Jaillet Doug Fleming
<b>Absent:</b> Neil Fleming Lee MacQuarrie Chris Gervais Peter Kirkby Steve Anderson Alan MacDonald Leo Crowe

The minutes of the December 2nd meeting were approved as submitted and will be posted on the website.

**OLD BUSINESS**

**A. TOWN UPDATE**

1. *New Firewall*

*The new firewall was installed on December 23rd. The firewall has a more sophisticated filtering system and it is working great.*

2. *INET Problems*

*During the past few months there has been some problems with the existing INET. The INET had been experiencing enormous traffic which in turn would slow down the network. We had a consultant come in to test the lines and he determined that there was excessive frequency noise on one of the amplifiers located at the DPW location. This has since been corrected and the network has been fairly stable.*

**B. SCHOOLS UPDATE**

1. *Progress Reports*

*Progress reports for term two were processed for the Middle School and High School.*

**C. CABLE UPDATE**

1. *New INET*

*Comcast will be hooking up the new High School to the new INET on January 7, 2004.*

2. *Request of Quotation*

*The bids for the new INET hardware RFQ have been received. The town has hire consultant Mike McCann to review the bids. It is anticipated that the bid will be awarded in early January and the work will be completed by the end of February.*

**D. GIS UPDATE**

*None reported.*

**E. NEW BUSINESS**

1. *Virtual Townhall*

*Sean Brown from Virtual Townhall gave the members a demonstration on Virtual Townhall. This software is used by many municipalities in Massachusetts and will allow each department to maintain their own websites as well as post individual calendars.*

**II. OTHER BUSINESS - none reported.**

**III. PUBLIC & PRESS**

**IV. ADJOURNMENT –10:00p.m.**

**Next meeting will be on February 10, 2004 at 7:30pm, Council on Aging Meeting Room.**