

**Communication Technology Advisory Board Meeting  
July 1, 2003  
Minutes**

**Members Present:**  
Donna McClellan  
Mark Hichar  
Chris Gervais  
Steve Anderson  
Chris McKeown

**Absent:**  
Mel Bernstein  
Mike Jaillet  
Beth Ahern  
Lee MacQuarrie  
Leon Barzin  
Peter Kirkby  
Alan MacDonald  
Doug Fleming  
Leo Crowe  
Neil Fleming

The minutes of the June 3rd meeting were approved as submitted and will be posted on the website.

**I. OLD BUSINESS**

**A. TOWN UPDATE**

1. *Merton Group*

*On June 17<sup>th</sup> the Merton Group held a public meeting to present their feasibility study results to the town.*

2. *Vision Appraisal*

*Vision Appraisal has started the data transfer for the assessing department.*

**B. SCHOOLS UPDATE**

1. *Scheduling and Grade Reporting*

*High School scheduling has been completed. Report cards for grades six through twelve were processed and mailed out to students.*

2. *Bus Assignments and Invoicing*

*Bus assignments and invoicing are being worked on for all schools. Bus passes and parking passes will be mailed out to all paid students by mid August.*

**C. CABLE UPDATE**

1. *INET*

*A walk down for the new INET will be performed within the next month. All the fiber for this network has been ordered and an expected completion date for the wiring is scheduled for September 1, 2003. The INET should be completed by late November.*

2. *Cable Complaints*

*There have been no formal cable complaints since February 6, 2003.*

3. *List Service*

*The Thurston Middle School uses a list serve to send out school notifications and mailings via email. This is a great way to communicate with parents and students and our goal is to get all school up and running on this list service.*

**D. GIS UPDATE**

1. *Tax Maps*

*Applied Geographics is working on the tax maps for the town and they should be completed soon.*

2. *Zoning and Sewers*

*Applied Geographics is also working on the zoning and sewer mappings for the town.*

**II. NEW BUSINESS - none reported**

**III. OTHER BUSINESS - none reported.**

**IV. PUBLIC & PRESS**

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**V. ADJOURNMENT – 9:00p.m.**

**Next meeting will be September 2, 2003 at 7:30pm, Selectmen's Meeting Room, Town Hall.**