Communication Technology Advisory Board Meeting
March 2, 2004
Minutes

The minutes of the January 6th meeting were approved as submitted and will be posted on the website.

.   OLD BUSINESS

A. *TOWN UPDATE*

1. *Vision Appraisal*

    The Vision Appraisal software was installed on the server and on all workstations. Approximately 60% of the property cards have been scanned. The assessing tax maps have been posted on the towns' website.

2. *Email Viruses*

    There have been many email viruses, which has prompted the IT department to buy a Gateway Proxy Server that will scan incoming emails.

3. *Patchlink Software*

    We are also reviewing patch update software, which will automatically deploy Windows and other software patches.

B. *SCHOOLS UPDATE*

1. *2004/2005 Scheduling*

    High School scheduling has begun for the upcoming 2004-2005 school year. A team has been setup at the High School to review block-scheduling changes for next year.

2. *Administrative Offices - Move*

    The administrative offices will move to the new High School sometime between mid April and late May 2004.

3. *Elementary Report Cards*

    The IT department has been working with the elementary school principals to investigate elementary report cards.

4. *IT Department - Move*

    The IT department will be moving to the new High School.

C. CABLE UPDATE

1. *New INET*

    Comcast has completed the installation of the new INET.

2. *Request of Quotation*

    Nine RFQ bids for the new INET were reviewed resulting in three companies being selected to answer subsequent questions. The three companies were Splitstream Technologies, providing a Cisco alternative, Integrated IT Solutions, providing an HP alternative and Comm-Tract offering an Extreme Networks solution. We expect to have a meeting with the most advantageous bidder sometime early next week.

3. *Cable Complaints*

There was a group of complaints that accompanied the increases in cable TV rates, especially from Westwood senior citizens. Since there was an increase in the number of complaints this month, we copied the CTAB members on the emails back and forth to Frank Foss. We will continue to forward this information to the CTAB members.

D. GIS UPDATE

1. Assessors Online Maps

All the Assessors maps have been posted on the towns' website.

2. Planware

The IT department has purchased Planware, which is bus routing software that will be used for the upcoming school year. We are in the process of getting data for the initial install.

E.   NEW BUSINESS

II. OTHER BUSINESS - *none reported.*

III. P*UBLIC & PRESS*

IV. *ADJOURNMENT –9:15p.m.*

Next meeting will be on April 13, 2004 at 7:30pm, Council on Aging Meeting Room.