

**Communication Technology Advisory Board Meeting**  
**October 7, 2003**  
**Minutes**

**Members Present:**

Donna McClellan  
Leon Barzin  
Beth Ahern  
Doug Fleming  
Neil Fleming  
Lee MacQuarrie

**Absent:**

Steve Anderson  
Peter Kirkby  
Chris McKeown  
Mark Hichar  
Chris Gervais  
Mel Bernstein  
Mike Jaillet  
Alan MacDonald

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

**I. OLD BUSINESS**

**A. TOWN UPDATE**

1. *Merton Group*

*The Merton Group received nine bidders. There was a bid review meeting on September 30, 2003 and we have not yet received any information on the results of this meeting.*

2. *IS Department Relocation*

*The preliminary sketch of the IS workspace has been reviewed. The IS department will be moving to the basement of the Townhall in the summer of 2004.*

3. *New Web Pages*

*The Police chief would like to create a new police web page. The library would like to add a content management solution to their webpages. The town is currently using this content management tool and has seen a considerable cost reduction.*

4. *Hardware Training*

*The IS department has provided the Library Technical Support staff with some hardware training.*

5. *New Firewall*

*The IS department has started migration to a new firewall and monitoring software system.*

**B. SCHOOLS UPDATE**

1. *Redistricting*

*Work is continuing on the redistricting on the elementary schools.*

2. *Parent Organizer*

*The IS department has been working with the High School, Middle School administration and the Parent Group to set up Parent Organizer.*

**C. CABLE UPDATE**

1. *INET*

*Comcast has continued the installation of the new INET. The school department gave us the approval to route the new INET to the new high school. The school department will then be responsible for the temporary connection to the old high school.*

2. *COA Cable Modem*

*A cable modem was finally located for the COA. The previous cable modem was damaged by a lightning strike. We do not have any spare cable modems and may have a problem with modem availability in the future.*

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**D. GIS UPDATE**

*1. ArcPublisher*

*The GIS department has purchased ArcPublisher which provides conversion of ArcGis maps to ArcReader format which is a free utility. This will save the department the licensing costs of ArcGis.*

**E. NEW BUSINESS**

*1. Town Website Review*

*Review town web site for redesign to make navigating easier and provide more information to residents.*

*2. Cable TV Access*

*Discussion of the possibility of a Cable TV access station here in the town.*

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

**III. PUBLIC & PRESS**

**IV. ADJOURNMENT – 9:00p.m.**

**Next meeting will be November 4, 2003 at 7:30pm, Selectmen's Meeting Room, Town Hall.**