



**Town of Arlington, Massachusetts**  
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## **Data Processing Minutes 12-23-2003**

### **DATA PROCESSING ADVISORY BOARD**

Meeting Memorandum

December 23, 2003

**Board Members (members not in attendance are denoted by an X):**

X Marie Krepelka

Rob Addelson

X Kay Donovan

John Bilafer

X Corrine Rainville

Ruth Lewis

Alan Jones

X Bob Greeley

Nancy Galkowski

**Others in attendance:**

Fred Fantini

Eric Wilde

Steve Meister

Joe Miksis

Steve Mazzola

The meeting was called to order at 9:15 AM by Ruth Lewis, chairman.

Ms. Lewis explained the purpose of the meeting was to discuss the Treasurer's capital request of \$200,000 for the Munis tax collection/receivable software and to review the school telecommunication & technology department request for funding to upgrade school district fiber network from the Technology fund.

Mr. Bilafer explained that the request was put in as a defensive measure due to the disability of Ted Mael who maintains the integrated tax collection system. The system was not documented and there was concern that if the software needed to be fixed there would be protection by having the Munis software.

Mr. Bilafer stated that Ms. Lewis has hired Mr. Wilde and that the software is being documented therefore the question is moot because according to the Treasurer their software is better than the Munis software.

A unanimous vote was taken to recommend to the Capital Planning Committee to move the request out one year and setup a subcommittee to review the two software packages including cost to purchase, maintain, and functionality. Subcommittee members to include Ruth Lewis, Fred Fantini and Rob Addelson.

Mr. Mazzola discussed the School's request for \$50,000 from the Technology Fund to upgrade the wide area network connections (broadband to fiber optics) between and among five schools by increasing network capacity. Initially the school had requested \$100,000 to upgrade all the schools but later scaled back the request due to availability of

funds.

There was additional discussion on uses of the Technology funds for a cable studio and finishing the network upgrade for the other schools. It was decided that Mr. McCarthy from the cable advisory committee comes to our next meeting to discuss the building of a town cable studio. Mr. Addelson said that he would come back at the next meeting with the costs of building a cable studio from the Town of Framingham.

A unanimous vote was taken to approve the School request for \$50,000 from the Technology Fund to upgrade the school wide area network for five schools and if there was sufficient money available to upgrade the remaining four schools.

The next meeting will be in the School Committee Room on February 3, 2004 at 9:00.

The meeting adjourned at 10:45.