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Data Processing Minutes 11-15-2000

DATA PROCESSING ADVISORY BOARD

Meeting Memorandum

November 15, 2000

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

Al Minervini

XRuth Lewis

Caryn Cove

John Britt

X Kay Donovan

Frank Murphy

X Corrine Rainville

X George Kocur

X Robert Greeley

Nancy Galkowski

Kevin O'Brien

Others in attendance:

Rich Maimone

Paul Coughlin

Theresa Jay

Patsy Kramer

Cindy Diminture

The meeting was called to order at 8:55 AM by Mr. Minervini, chairman.

Mr. Minervini explained that the purpose of the meeting was to discuss new requests and how they may impact the FY2002 budget, and review the 5 year plan. Drafts were distributed that will be updated and included in the final report to town meeting.

Minutes of the previous meeting were approved. Motion by Kevin O'Brien, seconded by Frank Murphy, approval passed.

Paul Coughlin and Rich Maimone offered information on 'Reverse 911'. Support for this was also expressed by Patsy Kramer. According to Paul, a company in Indiana called 'Stigma Micro Corp' provides a product called 'Reverse 911' that is currently being used by a number of communities throughout the country. He explained that this would be a 'proactive' rather than a 'reactive' approach. There are options available such as 'guardian calling' that could be included or added at a later date. The total cost would be approximately \$30,000 which includes \$4000 annual maintenance. This was followed by a general discussion of advantages and the viewing of a video tape provided by the company.

Theresa Jay reported on the Education IT equipment needs. She indicated that DOE grants require that a certain ratio (usually 1 computer for every 6 students) be maintained. Mr. Minervini recommended that the school join with the town to purchase IBM computers at a discounted price. The price quoted is \$825 per unit as opposed to the school department estimate of \$1200 per unit.

Mr. Minervini then offered to provide copies of the detail pc inventory to anyone that wanted one. Nancy Galkowski and John Britt requested and received copy. He then provided detail information supporting the FY2002 request for software upgrades, town microcomputer program and the school department administration microcomputer program.

Rich Maimone expressed concern that his request for 'Cad 97' was not included in the 5 year plan. After discussion, it was added to the FY2003 request.

Paul Coughlin and Rich Maimone will meet with Fred Ryan and the town manager to discuss implementation of 'Reverse 911'. Once this report is received, we will re-examine the FY2002 request to determine whether any further adjustments need to be made.

After discussion of the GIS Implementation request, Kevin O'Brien recommended that it be moved out one year.

The next meeting will be hosted at the Community Safety building and will start at 9AM on December 20, 2000. The purpose of that meeting will be to discuss requests to be implemented in future years. On a motion, the meeting adjourned at 11:25 AM