



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

ITAC Minutes 01-16-2014

ITAC Meeting Minutes

Thursday, 01/16/14 6:00pm

Location: 2nd Floor Conference Room, Town Hall Annex

Attendance:

David Good, Chair
Adam Chapdeliane
Adam Glick
Eric Helmuth
Kevin Koch
Ruth Lewis

1. Strategic Plan was discussed for the majority of the meeting.

These are key comments discussed regarding this plan:

- a. Project management is very important.
- b. Shape the evaluation and assessment of skills to better design training programs to address the needs of each department.
- c. Hardware / Software standards to be created and adhered to.
- d. Clarify and document process for capital budget requests.

2. CTO Updated on the following items:

- a. Town Network Rebuild Meeting
- b. Online Payment Project Update
- c. "Bill Printing and Mailing" RFP
- d. IT Capital Budget Submissions Approved
- e. METCO Surface take home pilot
- f. Ottoson IPAD Pilot update
- g. VOIP Assessment ongoing
- h. School Wireless Upgrade
- i. Requirements gathering completed for School Committee and Selectmen Meeting automation project
- j. Fire Department Headquarters Renovation

3. Electronic Voting Update

- a. Option Technologies is the vendor chosen to do the electronic voting.
- b. The CTO to attend next electronic voting committee to meet with Mark Fite from Options Technologies 01/28/2014.

4. Public Participation - None

5. The next meeting is scheduled for February 20,2014.

6. Meeting adjourned