

Williamsburg Technology Committee
Town Offices, Board of Selectmen's Office
141 Main Street
Haydenville, MA 01039

November 13, 2019 Technology Committee Meeting

Present: Dave Martin, Dave Chase, Tom Adams and Dave Nardi

Absent: None (vacancy)

Others: Kyle Schwartz, Charlene Nardi

Dave Martin opened the meeting at 6:00 p.m.

Minutes: On a motion by Dave Nardi, seconded by Tom Adams, the Committee unanimously voted to approve the minutes of September 9, 2019.

Phone System: The Phone system is up and running. There was the glitch with the Library phones which has since been fixed. The library phones are still not hardwired. The router being used belongs to Dave Chase. Charlene will follow up with Winston Bancroft about getting those phones hardwired.

Disaster Recovery: Charlene provided information to the Committee on details of backup and disaster recovery with Paragus. Dave Martin will participate in the next bi monthly call Charlene has with Greg Hamelin, Paragus.

The Town Administrator recommended that the Committee and she move forward with asking for an IT budget that more closely aligns with today's and tomorrow's technology needs. The current budget for tech replacement is \$5,000 which is used for all tech upgrades. The computer service budget is \$25,895, which includes the \$2,750 for the website. Both of these budgets support town offices, highway, fire and a portion of the library IT and computer and tech upgrades. If you take out the school and police (because they do their own tech), our total town budget is \$3,555,921 and we spend \$30,895 on computer support and upgrades – that is 0.8% of our budget. Every department needs a working computer to do their job (or at least a portion for administrative) and our budget line for computers can't support all the departments adequately.

The Committee will continue discussion and come up with a more appropriate and realistic budget. Dave Martin asked the Committee members to consider at least two reasons which support a budget increase.

The Town has 13 computers (reported incorrectly at the meeting as only 7) that are running Windows 7 which no longer will receive security updates after January 2020. Four of them are Windows Pro and may be able to be updated. Charlene is working with Paragus on a temporary solution which will buy a year's time for those computers. Charlene suggests that the Committee and she move forward with a town meeting article at the June annual town meeting to replace those computers. This will be an ongoing discussion and Charlene will get details on the full cost to purchase and install the computers that need to be replaced.

Regular Meeting Schedule: 2nd Monday every two months at 6 p.m.

January 13, 2020

March 9, 2020

May 11, 2020

July 13, 2020

Vacancy on the Committee: Kyle Schwartz is interested in becoming a member of the Committee. Kyle shared his past computer experience which members feel will be a very good fit for the work of the Committee. Kyle will send in a letter of interest to the Board of Selectmen and Dave Martin will send a recommendation letter on behalf of the Tech Committee. These letters will be presented to the Board at their meeting on November 21, 2020.

Adjourned 7:05 p.m.