

Williamsburg Technology Committee
Town Offices, 141 Main Street, Haydenville, MA
Room 201
Monday, March 9, 2020, 6 p.m.

Present: David Martin, Tom Adams, David Chase, Kyle Schwartz, and David Nardi

Others: Maureen O'Brien (Friends of the Library), Charlene Nardi (Town Administrator)

Minutes: Voted (DC, DN) to unanimously approve the minutes from January 13, 2020 meeting noting that we need to add the last initial when the three Daves are mentioned.

Issues: The Assessors have been working with Paragus and DOR to move the CAMA software and data onto the server. Other hours is new employee setup.

Extending wireless network in the Highway Department: David Martin noted that the distance was possible to hardwire. We need to buy an access point. It was suggested that we purchase an Ubiquiti UACpro. Charlene will follow up with Winston Bancroft for a quote.

Review Project Proposal – Workstation Refresh: The quote for the 9 PCs and 3 laptops is \$18,257 including disposal. The Committee will support a town meeting article if Comcast funds can't be used. Eight of the 12 computers are over 7 years old.

Review long term plan on Workstation Replacement Rotation: The Committee wants Paragus to work to put together a capital plan for replacing PCs / laptops. Suggestion is they shouldn't wait longer than 5 years. This should be done as soon as the new PCs and laptops are installed.

Review Disaster Recovery Plan: Kyle noted that this was less a disaster recovery plan and more a escalation list. He would like to see what are the steps / checklist of items that have to happen, including an estimate of hours if something were to happen. Dave M. will participate in the March 24, 2020, 2 p.m. call with Paragus.

Additional Discussions FY2021 Technology Budget: Maureen O'Brien noted that the Meekins Library computers especially the Library Directors PC need to be upgraded. She wants to know how the town budget works and whether it is necessary for the Friends to assist. It is her hope that the town takes care of the needs. Charlene will look at the Library Director's machine. There are funds to replace machines in FY2021.

Adjourned at 6:58 p.m.