

Williamsburg Technology Committee

Virtual Meeting

Monday, September 21, 2020, 6 p.m.

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

Absent: David Chase

Other: Charlene Nardi, Town Admin.

Meeting was held via Zoom. Chair, Kyle Schwartz, called the meeting to order at 6:02.

- Moved (DN, TA) to approve the minutes from July 13, 2020 meeting with the addition of adding the names of who attended and to note that the next meeting was changed from September 14 to September 21. (unanimous)
- Update on town technology happenings since last meeting
 - Highway Department Wireless Network – The Highway Department has wireless internet in the crew room. Kyle Schwartz completed it although he had trouble with the old router. It was noted that the Comcast router is old and should be replaced if more issues are noted.
 - Meekins Library VoIP Phones: Winston Bancroft completed the work; the VoIP phones are hardwired.
- Paragus Projects:
 - Multi Factor Authentication (MFA) for Office 365 –
 - 1st quote – with all hours – approx. \$3,400
 - 2nd quote – reduced by 12 hours assuming Tech Committee and TA can assist and trouble shoot - \$2,000.

Issues: This is an important security project to protect the town computers. Reduce risk of phishing, protects those who use one password for multiple platforms – important especially because towns are being more targeted. However, cost is not something we can easily fit in the existing budgets. we don't have the funds regardless of which quote is used. Need funding. Concerns are that the tech committee members have full time jobs and it isn't the skill set for all members, plus there are issues with us trying to do the work, in the end it may end up costing just as much if we try to handle some of the troubleshooting. Feeling is that this is really important and should be done as soon as is reasonable. Recommend we wait for a fall special town meeting to get funding. If a special town meeting in the fall isn't held, then the committee will reassess.

- Workstation Windows 7 update: The computers have been ordered; the laptop screen resolution was changed to take advantage of an earlier delivery date in November 2020.
- Microsoft Teams – On Hold
- Library – Bitdefender licensing and management –
 - Paragus is working with Meekins to make sure that automate is on their PCs which is how they push out Bitdefender
 - Management Server licensing – server is being decommissioned
 - Deep Freeze – Paragus looking at whether there is a way to have an automated schedule where Meekins public computers, that have deep freeze, will unthaw to have windows updates done, then refreeze.
 - Bitdefender has been added to the Meekins computers. Question – CWMars manages the staff computers at Meekins, but doesn't have virus protection? Answer not known.
 - Invite the Library folks to the next meeting to discuss their technology needs and have them share their experience with technology maintenance.
- Review Disaster Recovery Plan – to be discussed at next meeting
- Items requested by other committee members - none
- Other – none
- Next Meeting: Monday, November 9, 2020 at 6 p.m.
- Adjourned (DM, DN) at 6:42 p.m.