

Information Technology Advisory Committee (ITAC)  
Town of Belmont  
1 October 2013  
Conference Room 1

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APPROVED MINUTES

[Minutes are sent to the Town Clerk, belmont-ma.gov!townclerk when approved]

Voting Members Present

- Phil Lawrence <illinoisalumni.org!pwl> (co chair; dominant) (VM)
- Dave Goldberg <verizon.net!david.goldberg6> (secretary) (VM)
- John Lohavichan <gmail.com!john.lohavichan> (VM)
- Paul Roberts, Town Meeting member, former School Committee member (VM)
- Jonathan Green <gmail.com!green.jbg> (VM)

Town Staff Present:

- David Petto (Director of IT, Town of Belmont) <belmont-ma.gov!dpetto> (TS)
- Steve Mazzola (Director of Technology, Belmont Schools) <belmont.k12.ma.us!SMazzola> (TS)

Key:

- VM = Voting ITAC Member
- NVM = Non-Voting Member
- FBL = Friend of Belmont Library
- TS = Town Staff

Meeting called to order at 7:40PM

Introduction of new member John Lohavichan.

Jonathan Green announced that on Friday, 4 October, at 1:30PM in Conference room 1, there will be a meeting of the cable TV advisory committee to discuss the renewal of Comcast's franchise agreement. Jonathan described the issues that will be involved in the discussion.

Minutes of the 24 April 2013 ITAC minutes approved as is.

Phil Lawrence raised the issue about the Light Department's separation from Town IT. The Light Department has separated at the network level and there are concerns that they will no longer be participating in future ITAC meetings. Dave Petto reported that the situation is not unusual in other towns with municipal electric departments and that he and Robin Tillberg have a good working relationship. Phil noted that the concern is ensuring that ITAC has some visibility into the level of cooperation among the IT groups since we have developed some efficient processes through formalizing such collaboration and expect a new SLA to be drawn up in the near future. Jonathan Green moved that Phil draft a letter to Jim Palmer of the Light Department asking that Robin continue to participate in ITAC meetings. The motion carried. Phil will also reach out to the IT administrators in the Police and Library to encourage their participation.

Steve Mazzola reported on the activity over the summer. All systems at Chenery were upgraded to Windows 7. The grade 9 iPad roll out was fully funded by the Foundation for Belmont Education. Seventeen sessions were held for parents and students. Parents were told about things like insurance and students were given more specific technical instruction. Steve noted that for district owned iPads the software profile is fully controlled. About 15% of families opted to provide

their own iPads. In those cases, the systems are only partially managed. So far the program is working well though there are some end user issues being dealt with. 24 teachers were trained in June and another set of teachers will be going through training soon. The Education Tech department also rolled out Google apps including gmail accounts for all students, making contacting the students much easier than it has been in the past. In response to a question about expected life span of the iPads Steve noted that based on what other districts around the country have done four years is likely. Others noted that other support issues such as availability of software updates may make a longer lifespan unlikely or even shorter. Time will tell. Steve noted that another benefit of the iPad is integration with smartboards such that any student or the teacher can display on the board. Steve noted that although iPads are expensive, the use of them has allowed him to decide not to rebuild one lab and possibly another, likely returning space for classrooms, and there is also reduced printing/copying costs.

Dave Petto reported that two new storage area network systems were installed, which should cover storage needs for five years. Backups have been moved off tape and onto an online backup system. That system is still being tested. The MUNIS system is still being moved to the hosted (software as a service) system. Currently there are still some network issues being worked out. Once that cuts over the end users should see no difference. The process of upgrading all the PCs to Windows 7 is still ongoing, department by department. In addition Office will be upgraded to 2010. The use of Office Live is still under consideration but can't be done until MUNIS can support it. Once these projects are done, the next step will be to migrate off the existing Exchange servers. Those will not be upgraded in favor of going to an online system, to be determined. The Mass GIS project is still in process. Some data discrepancies are being worked out. In terms of the Light Department separation, most is done. The phone system is still on the Town network. Light wants to set up a call control system on its network but that raises some concerns about bridging the networks and the effect on other departments connected to a switch in the Light building. Dave and Robin are working through the issues. Dave and Robin were able to set things up such that Town can get at the Utility billing system and Light can get to MUNIS as needed. Dave reported that he is collaborating with the Cambridge Fire Department to share the cost of pulling fibre from Cambridge to the High School (Cambridge's cost) and from the High School to the antenna on Concord Avenue (Belmont's cost) to improve communication between the fire departments in response to problems with radio communication. To date there has not been any progress on revising the SLA to account for the separation of the Light department network; that is waiting on the separation work to be done.

Next meeting scheduled for 5 November 2013 at 7:30PM