

2015 FEB 12 AM 8:56

Information Technology Advisory Committee (ITAC)  
Town of Belmont  
3 December 2014  
Conference Room 1

APPROVED MINUTES

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

Voting Members Present

- Phil Lawrence <[illinoisalumni.org!pwl](mailto:illinoisalumni.org!pwl)> (co chair; dominant) (VM)
- Jim Berets <[verizon.net!jberets](mailto:verizon.net!jberets)> (co-chair; less dominant) (VM)
- Dave Goldberg <[verizon.net!david.goldberg6](mailto:verizon.net!david.goldberg6)> (secretary) (VM)
- Charles Smart <[verizon.net!cnsmart](mailto:verizon.net!cnsmart)> (founding chair) (VM)
- Dan Ellard <[gmail.com!ellard](mailto:gmail.com!ellard)> (VM)

Non-Voting Members Present:

Town Staff Present:

- David Petto (Director of IT, Town of Belmont) <[belmont-ma.gov!dpetto](mailto:belmont-ma.gov!dpetto)> (TS)
- Steve Mazzola (Director of Technology, Belmont Schools) <[belmont.k12.ma.us!SMazzola](mailto:belmont.k12.ma.us!SMazzola)> (TS)
- Robin Tillberg (IT Manager, Belmont Municipal Light Department) <[belmontlight.com!rtillberg](mailto:belmontlight.com!rtillberg)> (TS)

Key:

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

Meeting called to order at 7:35PM

Minutes of the October 22, 2014 meeting approved as is.

Steve Mazzola reported that Google Apps training for staff has been completed. The next installment of Ipad training for staff is underway. Two more Ipad carts have been added at the Chenery to address the increased student enrollment and teachers have been trained. The advantage of the Ipad in the Chenery is that they reduce the demand for computer labs since the teachers can use them in their rooms. With increased use of Google Apps, Steve is reducing the amount of remote access servers for students and staff as usage of that service has dropped off. Some remote access servers are still needed both for original staff and student access and to support thin clients used in some labs. Reducing the number of servers lowers some software licensing cost and alleviates some labor to keep the servers up to date.

Steve has been working with Dave Petto on the network aspects of the Town's move to Office365.

Steve also noted that the RFP for the Storage Area Network replacement will be made available to bidders tomorrow, 4 December. The size of the new SAN is expected to be fairly close to current but due to trends in storage usage and more data being hosted in Google Apps, the amount of data stored locally is not expected to grow.

Dave Petto reported that tomorrow, 4 December, is the MUNIS upgrade. It is a significant change in the back end, but users will not notice much. Very little new training will be needed. All the data scrubbing processes have been tested thoroughly. No problems are anticipated.

Dave reported that an upgrade to the SAN for the town was purchased from a State Contract vendor. Dave recently replaced the UPS (Uninterruptible Power Supply), which was a prerequisite to replace the SAN. The current town and school SANs were being used to back each other up. That won't be needed any more as each one will have its own backup system stored in different locations. Use of Lastpass is set up. Users are being trained, one department at a time. Use of such a product is driven by the increased use of off site services such as MUNIS which require multiple passwords with different policies.

The move to Office365 should be done by mid-January. The security of the network turned out to be very strong therefore configuring the necessary connectivity to Microsoft took longer than expected. Internet Explorer 11 has been deployed.

Robin Tilberg reported that the Light Department's billing system replacement is ongoing. Five proposals have come in and are under evaluation. Robin is hoping to have the purchase order go out before the holidays. There is now some question as to whether it is still a requirement that the new system also support water and sewer. That determination will affect whether the new system supports just electric billing or also water and sewer billing. If the new system does not support water and sewer then it is possible that water and sewer could stay on Cogsdale; it is possible that water and sewer could move to MUNIS. No matter what, the Light Department will end up on a new system. The decision will be made based on how various cost analyses come out. While the RFP assumed that the new system would replace everything Cogsdale does, upon review the town is realizing that the other options may prove to be more effective.

Robin reported that the implementation of Arc-FM reported on last time is still being worked.

Next meeting scheduled for Wednesday 7 January 2015 at 7:30PM

Meeting adjourned at 9:05 PM