

TOWN OF STERLING  
BOARD OF SELECTMEN  
JOINT MEETING WITH THE IT STUDY COMMITTEE

February 16, 2017

At 6:34 p.m. Chairman Kilcoyne brought the meeting to order. Roll call Selectwoman Cranson present, Selectman Lane present, Chairman Kilcoyne present.

Also present were:

Bob Bloom, Ron Furmaniuk and Paul Austin, members of the IT Study Committee  
Shawn Todorov, Fire Department  
Craig Pomeroy, Police Department  
Ross Perry, Town Administrator  
Bradley Warren, Guardian Information Systems

Discussion revolved around the roles of those present, and strategy moving forward.

Selectman Lane and Selectwoman Cranson reiterated that Guardian takes direction from the Selectmen or its representatives, A. Cervantes or R. Perry. Selectwoman Cranson added that Guardian has the municipal experience. They've moved forward with several things such as the firewalls. And the board has Okayed one server when needed. We need the assistance of the IT Committee with the 3-5 year plan that Guardian gave us.

R. Perry identified two levels of issues: the day to day issues which keep the town functioning and a long-term architectural plan. His vision was input from the IT Committee, Guardian and a representative of the Board of Selectmen to develop the long-term plan.

B. Warren said Guardian's vision of the group would include those representatives along with stakeholders from the departments, and that this group would make the decisions. He wants consensus from those involved.

Chairman Kilcoyne said the group would all meet together going forward so that all will be on the same page.

Discussion turned to submitting articles for town meeting, specifically replacement PC's and the mail server. The IT Committee will not be ready to recommend an email solution before the warrant article deadline of March 13<sup>th</sup>. R. Perry suggested an article which would cover both a cloud solution and an in-house solution. Selectman Lane was concerned with going to town meeting without knowing what we want to do. He said we will have to explain both possibilities and tell town meeting that if we go with the lower price, the remainder of the funding will go back to the town.

Selectwoman Cranson asked whether or not the Police and Fire Departments had their own budgets for IT. C. Pomeroy said IT was probably included in the expenses, but that there was no separate budget.

A. Cervantes said that a recent discussion with the Finance Committee was that no IT expense would be included in departments' operating budgets going forward.

B. Bloom mentioned leasing versus buying computers. R. Perry said that is a finance decision, not an IT Committee recommendation.

J. Kilcoyne left the meeting at 7:34 p.m. for another commitment.

P. Austin mentioned epermitting. R. Perry said that is difficult to implement in a town hall; it takes time. We need a solution for now. Any server we buy in the next year or so can be redeployed later as necessary.

The general consensus on necessary town meeting articles was:

- Servers
- Email
- Switches
- Police Department systems
- Fire Department systems

Selectman Lane and Selectwoman Cranson confirmed that departments should not be buying their own IT equipment in the interest of uniformity within the town. Selectwoman Cranson said that we should pull all the IT funding from the department budgets and have one plan for all.

P. Austin said usually a vendor has a standard and we accept it. The vendor makes a proposal to achieve what we want.

At 7:55 p.m. Selectman Lane moved to adjourn the Board of Selectmen's meeting; Selectwoman Cranson seconded the motion. The vote was unanimous in favor.

Respectfully submitted,

Anne Cervantes