

MINUTES
Seymour Technology Committee
Special Meeting
Wednesday, October 24, 2012

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DATE: 11/17/12
TIME: 3:15 PM
TOWN CLERK'S OFFICE

Present: Jason Weaving, Evan Islam, Melanie Kalako, Dan Zaniewski and Courtney Hassenfeldt.

The meeting was called to order at 6:09 P.M. by Chairman Jason Weaving.

The Committee review the first draft of the RFT.

Dan had some suggestions for the Scope of the Project Section. He said he would rewrite "Section 2.1 Website Redevelopment" and "Section 2.2 Features and Components Desired on the Town Website".

There was discussion regarding meetings with whoever becomes the Service Provider. The Committee agreed that it may be advantageous to have phone or Skype meeting to decrease meeting costs. Jason will e-mail the First Selectman and let him know that the Committee may pursue that type of meeting.

The Board of Selectmen is meeting November 13, 2012. The RFP must be ready November 2nd so it can be mailed to the First Selectman and reviewed by Town Counsel.

MOTION: To accept the RFP with changes as discussed and to give Jason Weaving the power to make corrections and minor modifications.

Motion by: Melanie Kalako

Second by Evan Islam.

Motion passed unanimously.

Motion to adjourn.

Motion by: Melanie Kalako

Second by Evan Islam.

Motion passed unanimously.

Respectfully submitted,



Melanie Kalako

Secretary, Technology Committee