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Revised MINUTES
Seymour Technology Committee
Tuesday, August 14, 2012 @ 6:00 PM
Police Department Training Room

Members in Attendance: Jason Weaving, Christine Conroy, Joe Matusovich, Paul Thompson, Evan Islam, Courtney Hassenfeldt (student representative)

Members Absent: Deirdre Caruso

1. Chairman called meeting to order at 6:08 PM.
2. Pledge of Allegiance.
3. Approval of Minutes from Technology Committee (Regularly Scheduled) Meeting on 07/10/12.
Motion: Joe Matusovich. Second: Christine Conroy. Motion carries 5-0-0. No discussion.

4. Introduction of Student Representative, and discussion of her capacity on the Committee.

Courtney introduced herself and explained her experience with web design and computer program classes at Seymour High School. She has experience with dream weaver, fireworks, flash, Microsoft Office, html.

Jason states the committee wanted Courtney aboard to help with projects and gain experience of town meetings and government.

Chairman Entertain a motion to add "Discussion on QScend Technologies, Inc.'s Proposal" to the agenda."

Motion by Christine Conroy. Second by Evan. Motion carries 5-0-0. No discussion.

5. Discussion on QScend Technologies, Inc.'s Proposal

Formal proposal was emailed to the Chairman after last month's meeting. Jason has been in contact with QScend with questions and clarifications.

Jason was trying to get a better understanding of the "training", for example, what would happen if we needed more than one day of training? QScend was somewhat vague with this, they did up the training day to two and said they could train either department heads or committee members to be 'trainers' going forward.

Further Questions Jason/Christine will reach out to QScend with:

-- Is design our copyright? (i.e. if we decide to move away from QScend, do we keep graphics, etc as our copyrighted material?)

-- Content migration, file, and link renaming -- check to see if there are any Union issues, as to whether any grievances can be filed if volunteer work were to be done on this
Christine will investigate in Town Hall if any potential issues might arise. If we renamed and migrated data ourselves, we could potentially save the \$2,000.

6. Guest Speaker (Evan Islam).

Evan did a follow-up presentation from his previous full presentation at a prior meeting.

- Evan has CMS - content management system and can create a Seymour Town website using it.
- Evan logs in to show the admin side of his Pitney Bowes site. Users can click and edit each page using WSIWYG, can put pages within folders.
- Evan does not have Java like QScend so you cannot click and drag the pages around, you have to rank the pages for how they appear on the sidebar.
- Committee would be able to convert pages to mobile friendly within his site without extra cost.
- Evan can create whatever we want to do with the site with customization.
- We would also have the capability to resort back to earlier pages to avoid incorrect edits.
- Integrate with Google Analytics

Evan states 'For what the town wants to do with their website, we don't need much more. The CMS runs fast, simply because there isn't much to it, it just takes HTML and makes pages.'

Evan says he does not think he needs 12 weeks that QSCend has listed in their timeline. If we can meet and rename files, we can launch a site quicker.

--Jason questions Volunteer? Paid?

Evan says you get what you pay for, so if it is volunteer, his copyright will be at the bottom, and would not do as much customization. He would give us content management and anyone who knows PHP can edit the CMS. He would also host the site.

Jason asks if it is coded with detailed notes, and Evan says no. If we were to pay on a stipend basis, we can have more customization.

Christine recommends Evan creates a formal written proposal for costs.

Discussion on if there is any conflict in Evan being paid and also being a member of the committee. Christine will ask if there is at Town Hall.

7. Discussion on Intrepid Pixel web design.

Jason has spoken to the creators of the city of New Haven's website. They declined to create a formal quote given the low budget.

-- Wanted a list of deliverables

-- Quoted around \$15 - 20k, based on the Seymour EDC site

-- Their work mainly focuses on the CMS development.

-- Willing to do web design if we develop CMS, though they want to know the platform, etc.

8. Other Business.

Jason requests that Vice Chairman Paul Thompson research bidding process on this... do we continue to find candidates? Do we have to post that we are looking for bids? What are the next steps? Paul will report back at Special Meeting in September.

Christine brought up that Tom Eighmie was questioning about the server location and said that utilizing LoPresti school would be make the servers out of the floodplain. Joe said he would stay ahead on that topic and was also looking into Chatfield and would coordinate with Tony Caserta.

Discussion on Deadlines: Plan to schedule a Special Meeting Thursday, September 6th 6PM at the Police Department to finalize deliverables and prep for 11th meeting. The 11th can be used for preparing a presentation to the BOS on their 18th meeting.

9. Public Comment.

None.

10. Adjournment at 7:26.

Motion by Evan Islam. Second by Joe Matusovich. Motion carries 5-0-0.

Submitted by,

CMC