

MINUTES
Regular Meeting
Seymour Technology Committee
Tuesday, April 10, 2012 @ 5:30PM
Office of the First Selectman/Upstairs - Seymour Town Hall, Seymour

In attendance: Christine Conroy, Jason Weaving, Evan Islam (6:10), Tony Caserta

1. Chairman Jason Weaving Called Meeting to Order at 5:38.
2. Pledge of Allegiance.
3. Approval of Minutes from Technology Committee Meeting on 04/4/12.

No Quorum to approve minutes.

4. Discussion of information requests.

Chairman Jason Weaving requested memos for the following:

- Request for Cassanelli Associates, LLC Budget History & Contract with the Town of Seymour
- Request for clarification on the "Seymour IT Budget Discussion Document"
- Request for the budget and proposal for "Town of Seymour Technology Strategies"
- **They will be filed in Google Docs under "Correspondence"**

Tony Caserta, Assistant Finance Director was in attendance and made a brief presentation as his response to the memos. Written correspondence is attached.

Jim Cassanelli had conversations with First Selectman Miller when he took office and the mentioned documents were generated from that. Specifically, the "Seymour IT Budget Discussion Document" was just projected by Jim, but it was not approved nor is it a line item in the budget. Some of the items were placed within the First Selectman's technology budget.

An example of "Town of Seymour Technology Strategies" item is that Jim developed E-Memos for the building department, but the building department did not want to use them. Town Clerk's Office has updated and gone with ACS since then. (Document was created in 2004)

Hopefully with some of the First Selectman's initiatives, we will be able to expand the technology utilized by the town.

Tony referred to our current system as being an 'ad-hoc' approach using the small funds we were given. Right now, technology improvement is a matter of funding.

Tony approximated a little over \$40,000 was paid to Cassanelli & Associates last year.

5. Scheduling of next Special Meeting/Workshop.

Jason suggests the Police Station Training Room or the Ambulance Training Room so that there is a white board available for website brainstorming.

6. Discussion of Web Design.

Christine has gained access to FrontPage so that both her and Dee are able to update the site. Working within the parameters we have, both are trying to update and edit the current website to make it more user friendly.

Evan suggested meeting with Qscend Technologies Inc, based out of Waterbury. In looking at other town websites, many utilize their platform.

Evan's second option is something custom made by him - CMS - we would have access to create folders and have update. Add pages, edit pages, manage users

Evan has an idea for a Business Directory of Seymour businesses. Businesses could have the potential to pay to advertise on this directory. Jason isn't sure if the idea is possible since it is a government, but it could bring in revenue for the town - perhaps for the technology budget?

- Photo gallery - residents can submit photos, we would have to approve first
- Each board/commission can have its own page
- Each department should have its own page & subpages
- Calendar of Events
- Wiki - community involvement?? - how would we allow access

7. Other Business.

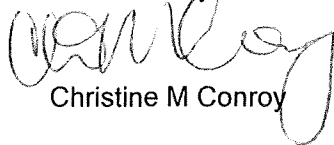
None

8. Public Comment.

None

9. Meeting adjourned at 6:55.

Submitted by:



Christine M Conroy

Memorandum

To: Technology Committee

CC:

From: Anthony Caserta

Date: 4/10/2012

Re:

Cassanelli currently does not have a contract. His hourly rate is \$115 - \$150 and it is on an as needed basis.

Cassanelli provides maintenance when needed, presents planning options, coordinates network activities and assists in the integration of proprietary system into our network.

Budgets are submitted through the First Selectman office along with input from the finance and other departments. In the past this budget has been hampered by minimal support and only recently has the appropriation increased for D.R.

Conceptually, we know where we would like to go, however budgetary constraints have hampered our plans. Just as this committee, our boards and departments have support technology and improved communications. However; materially, financially and politically the programs have garnered minimal support.