

APPROVED

**New Durham Information Technology (IT) Committee  
Meeting Minutes  
Town Hall  
Thursday, January 16, 2014**

**Present:** Adam Buehne, Rudy Rosiello, J.R. Jones

**Also Present:** Jeremy Bourgeois-Town Administrator, Linda Socha

**Not Present:** Paddy McHale

Meeting called to order at 6:45 P.M. by Chairman Rudy Rosiello.

***Minutes-***

**J.R. Jones motioned to approve the January 9, 2014 minutes of the Information Technology Committee as written; seconded by Adam Buehne. The motion passed 3-0.**

***New Business-***

Chair Rosiello gave an overview of the recent committee meetings and recommendations. Each member gave an update of their projects and what the status currently was.

Adam Buehne passed out a draft server integration timeline. J.R. Jones gave an update of his visit to town hall last Saturday to hook up and test equipment. The committee discussed the firewall and the new state system. They decided that phase I would include the NAS box right away, seeing as getting the server data backed up is the number one priority. Phase II would be to set up and get the firewall running properly.

The committee discussed the need to move the wiring of cable from the finance office to the new server room. Town Administrator Bourgeois said he would contact Metrocast and schedule the installation. J.R. Jones offered to come in early prior to their next meeting to set up the firewall.

The committee reviewed the draft information technologies policy. The committee highly recommended having town counsel review them prior to implementation. Resident Linda Socha recommended more specific guidelines on the guest Wi-Fi were needed. Chair Rosiello stated he would do some additional work on the draft policy and guidelines and eventually the IT road map for the Town.

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The committee scheduled their next meeting for Thursday, January 23, 2014 at 6:30 P.M. at Town Hall.

***Adjournment-***

**J.R. Jones motioned to adjourn; seconded by Adam Buehne. The vote was unanimous.**

Meeting adjourned at 8:08 P.M.

Respectfully submitted,

*Jeremy Bourgeois, Town Administrator*