

## 2017-09-20 – Princeton IT Strategic Planning Committee – Meeting Minutes

Chair Pat McGowan, Clerk Jake Rocznik, John Zimmatore

Town IT Coordinator Peter Cummings

Town IT Consultant Brian Podesta

5:04PM – Meeting Opened

Previous meeting minutes accepted 3-0-0

Town Administrator Nina Nazarian sent a copy of Public CIO magazine for members to read.

Brian introduced the new IT Coordinator Peter Cummings to the committee. Peter introduced himself with some background – started in the Nave and then worked at St. Gobain for 30+ years. He also teaches computer classes for seniors and lives in Sterling.

Brian discussed a new firewall at the town hall to protect town workers and discussed with the committee a cloud based software offering provided by Sophos that would-be subscription based with a trial available as well as a traditional hardware based firewall option. This only needs to protect 10 or so employees.

The town currently uses email service and website hosting/service from VTH (Virtual Town Hall). Brian is going to find out the cost of VTH – cloud based email services may be more cost effective.

Brian brought up a new server quote to replace aging equipment at the town hall – committee asked Brian to ask vendor to quote a cloud based option as well if possible. Committee discussed if we should be pursuing cloud based services due to our small size instead. Brian is going to determine if there is a hosted version of the Vision product the town could use instead of hosting it locally and needing a database server.

Committee discussed current protection software on town computers. Currently a variety of paid and free software is used for anti-virus, anti-malware, and anti-ransomware capabilities. A switch to Sophos could be a tie-in with the firewall project and provide support, as well as a subscription based cost.

Brian and Peter are currently reviewing a laptop/desktop replacement strategy for older computers. Currently two computers need to be either fixed or replaced.

Overall IT Strategic Direction was discussed among the members and an intimal list of priorities was determined:

- Start to look at cloud based subscription services instead of one-time capital expenses

- Keep it simple and easy to manage for current and future staff

- Standardize software, continue to standardize hardware

- Prioritize security and stability - work down from there

Committee members will be preparing thoughts on the state grants for the next meeting.

An online security training vendor has offered a demonstration for training to offer town employees.

Peter and Brian in transition phase over next few weeks. Brian will continue to be available as needed as a contractor/consultant.

Discussion of next steps proceeded and members agreed on the following:

- Jake will look at the applicability of Azure based solutions for the town
- John to look through firewall information
- All to think of grant opportunities

Next Meeting was decided to be on October 4, 2017 at 5:00PM

Jake motion to adjourn, John seconded, passed 3-0-0.

Adjourned at 6:05PM