

**Information Technology Study Committee
Meeting Minutes
January 17, 2019
Hanover High School
Small Conference Room**

PRESENT: Dr. Thomas Raab, Don White, Bill Hartigan, Brian Ciccolo, Patrick O'Brien, Carol Rodday

Meeting was called to order at 4:00 pm.

October 25, 2018 meeting minutes were distributed. Will be voted on at next meeting.

Advisory Board met January 16, 2019. Technology was not discussed.

Don White spoke of a segment on "Greater Boston" regarding fiber connections and how towns and cities are raising capital to install on their own. It would be a long term investment. In China 80% of people will be on fiber optic network within 3 years. We are falling behind not making investment to get everyone connected.

Don White has long term vision that Town of Hanover could provide our infrastructure cable, electric, internet etc. He sees internet as next super highway of commerce. Town of Braintree has this in place (BELD).

Bill Hartigan hopes to get fiber started next year FY20. Don White would like to do microwave links first.

FY20

School department is looking for 4.6% increase over FY19 budget which equals a \$1.3 million increase. In March 2018 the committee committed to a 5 year plan to support technology. In FY20 the request to the Advisory Board is for \$50K increase to technology expenses and \$50K to add a Desktop Support Specialist. This honors our commitment to the 5 year plan.

Bill Hartigan and Tom Raab are working now on leases. We now have a 3 year lease for 200 chromebooks. Adding another 50 for next year to replace equipment.

The technology budget is now part of the school budget. School budget needs to stay within \$28 million. The list of software from last year which is listed in the budget may change. List is a draft. Some prices may change. We do best we can to predict costs.

Joe Colangelo, Town Manager presented budget to Board of Selectmen last Monday. There was a \$2.5 million gap, with no increase in levy. Levy may increase no more than 2.5%. On February

4 a balanced budget needs to be presented. Tom Raab and Matt Ferron are meeting with town manager on Tuesday regarding school department budget.

At the school committee meeting on January 23 Tom Raab will give a briefing on technology budget among other topics. The focus of the meeting will not be on technology.

Tom Raab and Bill Hartigan will continue to review and tweek budget expenses.

Don White discussed dog licensing software as it is an annual cost. It is mainly a database program. Don and Patrick O'Brien agree it could energize high school students to create a program that could take care of this and enter on their resume.

Funding has been identified in other town department lines that will be distributed to technology.

Don White talked about security testing and delaying it. Bill Hartigan is meeting tomorrow about lining up testing and stated it will be at no cost to the town. State is providing free security audits to municipalities. Goal is to have much more secure network in town.

Software listed in the budget is primarily educational software for the schools.

Brian Ciccolo discussed eSped and Health Office software and possibly converting this information into Aspen. Tom Raab will discuss with Brian Converse regarding moving eSped and Tricia Smith regarding moving Health Office both to Aspen. Cost of Aspen SIS is \$20K per year.

Copiers are leased - Konica Minolta holds the lease on most of copiers There are a few Toshiba copiers that will be coming up for lease end soon. School copiers are line item in each individual school budget. Brian Ciccolo asked if we were moving away from Image Tech. We most likely are moving away from Image Tech in the future.

School phones are also listed on each school budget as line item.

Tom will take recommendations of items not on list that schools use, let him know and he will work into budget sheets.

Patrick O'Brien and Don White discussed reaching out to talented students at Hanover High School to develop programs starting freshman year and working through senior year.

Motion to adjourn meeting was made by Brian Ciccolo. Motion seconded by Patrick O'Brien and voted unanimously to adjourn at 5:00 pm.

Next meeting Thursday, February 7, 2019 at 4:00 pm

Respectfully submitted,
Carol A. Rodday