



Town of Simsbury

933 HOPMEADOW STREET

P.O. BOX 495

SIMSBURY, CONNECTICUT 06070

Thomas F. Cooke - Director of Administrative Services

BOARD OF SELECTMEN MEETING AGENDA SUBMISSION FORM

1. **Title of submission:** Appointment of Technology Task Force

2. **Date of submission:** May 9, 2013

3. **Date of Board Meeting:** May 13, 2013

4. **Individual or Entity making the submission:**

Thomas F. Cooke – Director of Administrative Services

5. **Action requested of the Board of Selectmen (Acceptance of gift, creation of reserve, approval of contract, information only, etc. Be as specific as possible with respect to the desired action of the Board.):**

The Individual or Entity making the submission requests that the Board of Selectmen:

Create a Technology Task Force reporting to the Board of Selectmen consisting of the individuals in the attached list.

6. **Individual(s) responsible for submission (Please include complete contact information. The identified individual(s) should be prepared to present information to the Board of Selectmen at the Board Meeting.):**

Thomas F. Cooke – Director of Administrative Services – (860) 658-3230

7. **Summary of Submission** (Include in your summary (i) relevant dates and timelines; (ii) parties involved; (iii) a description of financial terms and conditions specifically identifying the financial exposure/commitment of the Town of Simsbury; (iv) whether or not contracts, licenses and other legal documents have been reviewed by the Town's counsel; and (v) other information that will inform the Board of Selectmen's consideration of your submission. Include any additional information in an attached memorandum.):

Earlier this year the Town of Simsbury solicited volunteers to serve on a Technology Task Force to work with the Board of Selectmen and Town Staff on a wide range of technology issues facing the Town. An initial meeting was held with the respondents on May 2, 2013. The individuals participating in the initial meeting bring a wide range of relevant experience and training to the proposed task force and are well-positioned to advise the Town on issues from technology initiatives to training and website design.

Pam Lacko has graciously agreed to serve as chair of the task force and Lisa Heavner will serve as the Board of Selectmen's liaison. Town Staff working with the task force will include Rick Bazzano (IT Manager), Tom Cooke (Director of Administrative Services), Sean Kimball (Deputy Director of Administrative Services) and Annie Kelleher (Communications Specialist).

8. **Description of documents included with submission** (All documents must be in final form and signed by the appropriate party.):

The following documents are included with this submission and attached hereto:

Technology Task Force – proposed members
Technology Task Force Mission Statement

Technology Task Force
Proposed Appointments
May 13, 2013

Pam Lacko – Chair

Andy Berling – 123 West Mountain Road

Len Desson – 12 Crestwood Road

Mike Doyle – 48 Sunset Hill Road

Laurel Hennebury – 2 Rosewood Drive

Mark Orenstein – 82 Old Meadow Plain Road

Jerry Queen – 30 Blue Ridge Drive

Ray Rosati – 81 Old Meadow Plain Rd.

Paul Sarkis – 9 Cardinal Road

Mahen Shukla – 188 Farms Village Road

Eric Zematis – 10 Arrowhead Drive

Town of Simsbury Technology Task Force Mission Statement

The Technology Task Force will serve as an ad-hoc resource to the Board of Selectman to gather information, provide advice and informed recommendations regarding issues that are technical in nature and as a result would ultimately benefit the community and/or the efficiencies of the town.

The committee is made up of Simsbury residents having an expertise or background in a specific technology or subject matter that has been identified by the Board of Selectman, municipal offices and/or the Information Technology Department. The priorities will be set by the Board of Selectman and the Committee will meet as needed to address the individual topics.