

Simsbury Technology Task Force
Monday, October 7, 2019 – 5:30 p.m.
Engineering Conference Room, Town Hall, 933 Hopmeadow Street

Regular Meeting Minutes – Approved

Call to Order

The regular meeting of the Simsbury Technology Task Force was called to order at 5:34 p.m. in the Engineering Conference room in Simsbury Town Offices. Present were: Rick Bazzano, Bill Rucci, Jason Casey, Evan Marks, Harald Bender, Chris Kelly, Larry DiSciacca, Mark Orenstein, Liz Peterson, Paul Kelley, Ray Rosati. Absent were: Mike Doyle, John Jahne, Melissa Appleby and Jeremy Wallman.

Pledge of Allegiance.

All present stood for Pledge of Allegiance

1. Work Group Discussions

a. Study of Shared Services (Town/Board of Education)

Mr. Rucci noted that the first work group met and the minutes are posted online. Attendees were: Ms. Appleby, Mr. Rucci, Mr. DiSciacca, Mr. Kelley, and Mr. Bender. Committee discussion was very informative and they agreed on the objectives and the plan (task dates TBA) to be implemented. This information is on the GDrive. Survey questions were discussed and further developed. These questions are to be reviewed by Mr. Casey and Mr. Bazzano to provide additional input. Ms. Appleby is also to provide information on other shared services, besides IT, in other towns. CCM information was gathered by Ms. Appleby and provided to the sub Committee for review, dated 2014.

Discussion ensued on the survey tool to be used. The group expects to survey 10-15 towns, including both towns that share services and those that do not. The next step is to determine which towns to reach out to. The group discussed how to deliver the survey and who will be scheduled to visit the towns. Questions on other regional sharing initiatives and services are also on the survey at a general level.

The second meeting of the shared IT services committee will be scheduled for later in the month.

b. 2016 Blum Shapiro Report

Mr. Marks reviewed the most current document with responses from Mr. Bazzano and Mr. Casey. Closure documents will be retrieved and forwarded to Mr. Marks and Mr. Rosati by Mr. Bazzano and Mr. Casey. Discussion ensued regarding the prospect of having another IT review by an outside vendor.

2. Next Steps/Agenda items for next meeting

The group briefly discussed the work town staff has done regarding social media alerts. Mr. Bazzano described the new automatic feed process that occurs when information/announcements are posted to the News & Announcements section of the Town's website and is ported over to the Town's Twitter and Facebook feed via third party software. This process was developed by Ms. Appleby and Mr. Bazzano when researching social media automatic posting and scheduling tools. They will continue to review the options of including other Town social media sites. Mr. Casey described a Waze App that is "For Cities" that may be used in the alert process in town.

Mr. Marks made a motion to adjourn at 6:14 p.m. The motion was seconded by Mr. Rosati. All were in favor and the motion passed.