

**Simsbury Technology Task Force (STTF)**  
**Regular Meeting**  
**December 3, 2018**

Engineering Conference Room – Simsbury Town Hall  
5:30pm

**Meeting Minutes**

**Attendees:** Rick Bazzano, Harald Bender, Jason Casey, Larry DiSciacca, Mike Doyle, Dennis Kearns, Chris Kelly, Mark Orenstein, Liz Peterson, Ray Rosati.

The meeting was called to order at 5:35 by Mike Doyle.

The minutes of the October 1, 2018 and November 5, 2018 were approved by consensus as presented.

Discussions:

- The Remote Access Policy was reviewed and it was decided that the policy need to be simplified by using generic terms in place of specific hardware and technologies and their associated definitions.

Motion by Mike Doyle to approve the Remote Access Policy with the following modifications;

1. Remove all the definitions except VPN.
2. Drop “of split-tunneling, dual homing or” from the 9th requirement text.
3. Replace the 10th requirement text with “All devices (such as personal computers, laptops, servers, wireless access points and mobile phones) that are connected to the Town networks via remote access technologies must use the most up-to-date end point protection (firewall, malware and anti-virus services), current operating system patches and manufacturer supported operating systems.”

seconded by Mr Bender, and passed unanimously.

- Mr Bazzano shared and received feedback on interview scripts for department level disaster recovery planning (DRP) as part of the master DRP.
- The 2019 meeting schedule was adopted as submitted.

Motion by Mike Doyle to table the appointment of a Chair and Vice Chair due to low attendance. Seconded by Mark Orenstein and passed unanimously.

2019 planning was suggested as an agenda item for our regular January meeting.

The meeting adjourned at 6:52 pm.