

MINUTES of the JOINT MEETING of the TECHNOLOGY COMMITTEE and TOWN BOARD

November 28, 2023

CALL TO ORDER by Chair Ringhofer at 6:00 pm

STATEMENT OF PUBLIC NOTICE read by Chair Ringhofer

ROLL CALL: Chair John Ringhofer, Mary Tyson, Anton Rang, Theresa Johnson, Laurie DeRosier. Online: Joel Skinner

PLEDGE OF ALLEGIANCE recited

ADOPTION OF AGENDA: **MOTION** to adopt the agenda (Rang/Tyson). **Motion carried.**

APPROVAL OF MINUTES: Technology Committee Minutes of 10-24-2023: **MOTION** to approve the minutes from the October 24, 2023 meeting (Ringhofer/Skinner). **Motion carried.**

PUBLIC COMMENTS: None

ITEMS FOR DISCUSSION and/or ACTIONS BY COMMITTEE

1. Ongoing Items

- Sunnylink updates: No new updates from Sunnylink at the time of the meeting.
 - Disaster Recovery/Cloud Backup
 - Document management: Synology: John Ringhofer stated that there was a failure with the Synology and suggested we drop this item at this point. Discussion followed. Will add Google Drive/Shared Storage solution and document management to the next agenda. Discussed the need for password and Town information security. There is also a need for a policy regarding the management of passwords, users, etc. Anton will work on creating an initial policy.
 - Security for Laptop in Town Hall
- Town Hall update: Theresa Johnson discussed the approval for the new Town Hall Building at the November 14th Special Town Meeting. John Ringhofer recommended that specifications be given to support and optimize the new building for solar installation. Also stated it may be feasible to install solar right away. Discussed other IT items for the new building, such as the AV equipment, suspended ceiling, backup generator, power to the building, etc. **MOTION** that the Town Board consider the following in planning the new Town Hall Building: for solar-design roof for future solar installation, consider installing solar panels, consider installation of batteries for backup power, design with a suspended ceiling, design with conduits per input from SunnyLink & AV, install conduits, not only wiring, in walls and/or floor. Regarding the server room: independent HVAC system with filtered air, tile or other static-free floor, at least one rack attached to the floor. Regarding the AV system-move the system we have now to the new building, install new speakers, install two displays. Regarding the power-separate power supply for the new building, consider having the ability to install a new generator, if planning to leverage the fire department generator: route a sufficiently large cable between buildings and determine what equipment is required to switch from grid to backup power (Rang/Ringhofer). Discussion followed. **Motion amended** from consider the separate HVAC for the server room to require the separate HVAC. **Motion carried.** Discussed the surveillance/security system and a geothermal option for the new building.
- Review IT Budget: Discussed the invoice from Sunnylink regarding replacing a couple of desktops for the Fire Department.

RECOMMENDATIONS TO TOWN BOARD: **MOTION** to recommend to the Town Board that we end consideration for the time being for using the Synology system for shared document storage and we continue to use Google Drive (Rang/Ringhofer). **Motion carried.**

ITEMS FOR NEXT AGENDA: Google Drive/Shared Storage Solution, Document Management; Sunnylink:

Disaster Recovery/Cloud Backup, Town Hall Update

DATE OF NEXT MEETING: December 19, 2023

ADJOURNMENT: **MOTION** to adjourn at 7:09 pm (Rang/Ringhofer). **Motion carried.**

Minutes submitted by Teri Kelly