



TOWN OF AYER
I.T. COMMITTEE MEETING
Meeting Minutes
Tuesday, November 14, 2017 4:00 PM
Ayer Town Hall

The IT Committee Meeting was called to order at 4:04pm and adjourned at 4:25pm. Four members were present: Cindy Knox, Robert Pontbriand, Lisa Gabree, and Capt. Paul Fillebrown. Guest was Alan Manoian, Director of Community & Economic Development. Quorum was met. Lt. Brian Gill entered the meeting at 4:10

Approval of Meeting Minutes

The meetings of September 19, 2017 and November 2, 2017 were presented for approval. Robert made a motion to accept both sets of minutes, seconded by Lisa. Unanimous vote to approve the minutes.

Economic Development Website

Robert & Cindy discussed the movement on this project since we last met. Robert, Alan, and Cindy met with Millard Rose, CEO of Virtual Town Hall last week to discuss moving the project forward. After taking our concerns into consideration, Virtual Town Hall provided us with two website mockups: Option 1, with a dark blue background and Option 2, with a light blue background. Both new prototypes had been updated with the new layout and text.

Paul made a motion to recommend option 1 (dark blue background) to the Board of Selectmen on their December 19 meeting. This was seconded by Robert Pontbriand. Unanimous vote to approve the layout and to proceed with coding as received with the exception of adding a video stream to one of the graphical areas.

Other Matters

The next meeting will be held in December and will be our annual review of the WISP (Written Information Security Program) as mandated by statute.

Adjournment: 4:25pm

OK 1/31/2018
Wulf 1/31/18

LG
1/31/2018

PBF
1/31/18