**REPORT FROM INFORMATION TECHNOLOGY – JUNE 2014****PROJECTS / HARDWARE / SOFTWARE:**

- Ambulance Software & Hardware Conversion
 - Setup VPN's, Wireless, Convert Data
- Continue installing Exchange email
- Secure email, files and computers for new and terminated employees & Board Members
- Troubleshoot issues at Town Hall, DPW, AFD, COA
- Organized Obsolete Equipment
- Server Project
- Upgrade DSL to Cable at DPW
- Investigate feasibility of replacing DSL at Council on Aging
- Ordered two new systems for AFD and WWTP
- Procure and set up Board of Selectmen's iPads

WEBSITE / SOCIAL MEDIA:

- Monitor Daily
- Added video to the Town's website as it became available
- Various Minutes, Agendas, and Calendar updates.
- Posted Notices regarding Commuter Rail Parking / Access Issues, Breathing Apparatus at AFD, Groton Street Paving, RFP for Curbside, Transfer Station Stickers, AFD Surplus Property, Fourth of July, Notary Services at Town Hall, Ayer Affordable Housing, Annual Water Quality Report, Summer Camps, Shepley Hill, FY15 Tax Bills
- Respond to questions, inquiries, and problems

OTHER:

- Attend Board of Selectmen Meeting
- Attend Fourth of July Committee Meetings
- Attend Emergency Planning Team Meeting
- Attend Department Head Meeting
- Attend Energy Committee Meeting
- Setup email at Council on Aging
- Setup Shared Folders & Calendars
- Setup for Makerspace Meeting
- Webinar on Permitting

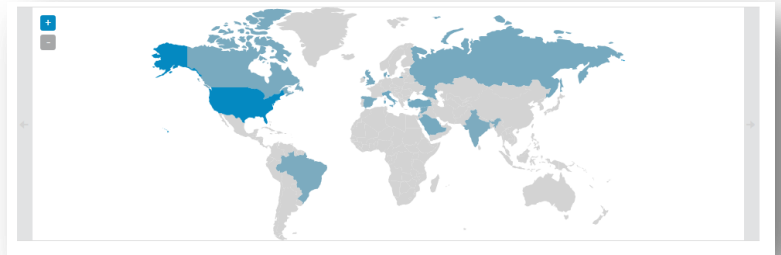
STATISTICS:

- Video:

Plays on the Town's website: **292**

- Top Five Plays by Country:

1. United States
2. Italy
3. Turkey
4. Denmark
5. Canada



- Number of Facebook fans: **1,898**
- Number of Twitter followers: **218**
- Number of email recipients to General Announcements: **179**
- Number of email recipients to Board of Selectmen Announcements: **85**

- Website:

1. Top Five Web Pages

1. Assessor: **925**
2. Parks – Sandy Pond: **528**
3. Police: **511**
4. Departments: **501**
5. Town Wide Calendar: **450**

2. Number of Unique Visitors: **5,348**

3. Number of page views: **20,504**

4. Average Visit Duration: **2 minutes 11 seconds**

- Email:

1. **56.4%** of email sent to the ayer.ma.us domain was rejected due to spam, viruses, or malware

1. Total number sent: **18,509**
2. Number delivered: **8,067**
3. Number not delivered due to spam, viruses, or malware: **8,672**