

August 17, 2016

- I. Call to Order: The special meeting of the Sterling Computer Assessment Committee was called to order at 7:06 p.m. by Ross Farrugia. Other members present-Robert Gauthier and Adam Belesimo (7:40 p.m.). Also Present: Dave Bourgoïn and David Shippee. Staff Present: Russell Gray, Lincoln Cooper, John Firlik, and Joyce Gustavson.
- II. Approval of Minutes: R. Farrugia made a motion, seconded by R. Gauthier to approve the 6/15/2016 minutes as presented. All voted in favor.
- III. Dave Bourgoïn – Flagship Networks – Infrastructure Facility Audit, Municipal Building, 1183 Plainfield Pike, Oneco, CT: Dave Bourgoïn of Flagship Networks gave a PowerPoint Presentation stating that Flagship Networks was founded in 2000, employ over forty (40) employees and specializes in remote access, virtualization, storage, network management, and network security. Other topics that were covered include: Review of the Sterling Computer Assessment Committee interviews with staff; Infrastructure Review Results; and Upgrade Recommendations. Areas of concern pointed out by D. Bourgoïn include: Servers are at a high risk of failure; the Town has two (2) internet connections, one for the library, which is free and the Town pays for the other one; inadequate security, such as, account logout, password complexity, and screen lockout; the active directory needs to be cleaned up; the server was installed in June 2012 and is missing sixteen (16) updates; the C drive has less than ten (10) percent free space; workstation backups are not occurring on a routine basis; and the antivirus in Microsoft is not the best antivirus to use. The following recommendations were suggested: Install managed antivirus solution; replace or upgrade the existing three (3) PCs (personal computers) with XP; patch all client and server operating systems; replace firewall with a more secure firewall, such as Next Generation; upgrade switches and server hardware; and develop an Operating System server patch schedule. D. Bourgoïn passed out Flagship Networks proposal and what services they would provide. Discussion followed and R. Gauthier suggested that the Computer Assessment Committee review the proposal, get back with D. Bourgoïn with questions, and report back to the Board of Selectmen and the Board of Finance with recommendations. A. Belesimo discussed the quote on merchandise that Flagship Networks sells and feels that much of that is overkill for Sterling, stating that the Town does not need MS (Microsoft) Office Professional 2016 if they get MS Office 365. The monthly management fee is \$1,500 vs. \$900 for Savage. A. Belesimo stated that the Town would need both Savage and Flagship and use Savage for the day to day questions/problems. To get the Town up-to-date, the total cost would be \$70,000 over a two/three (2/3) year time frame to complete.
- IV. Cost Estimates for Internet Technology (IT) to Replace Twenty Percent (20%) of the PC's/Printers Every Year: A. Belesimo suggested the Board of Selectmen plan on spending \$1,000 per PC (personal computer). This would be a five (5) year replacement cycle. Discussion followed if the Town prefers a three (3) year or five (5) year depreciation schedule. D. Shippee suggested that we contact the auditors to see what they recommend as a time frame for capital equipment depreciation.
- V. Discuss Process of Switching Current Telephone System to VoIP (Voice over Internet Protocol) – Current Infrastructure/Nutmeg Network and Cost: The price is based on the number of users, not the number of telephones. Currently the Town pays approximately \$1,500 per month vs. \$450 per month. VoIP cannot happen until the Nutmeg Network is up and running.
- VI. Adjournment: R. Farrugia made a motion, seconded by R. Gauthier to adjourn the meeting at 9:10 p.m. All voted in favor.

Attest: _____
Joyce A. Gustavson, Recording Secretary