

Town of Richmond, Rhode Island
Office of the Town Clerk
*Town Hall *5 Richmond Townhouse Road * Wyoming, RI 02898 * (401) 539-9000 x9*

Information Technology Advisory Committee
January 12, 2016 – 5:00 P.M.

Minutes

Meeting called to order at 5pm

Members Attending: Karen Pinch, Pete August, Dave Krugman, Tom Bagley (Atrion), Pete Fangiullo

Minutes of 11/16 and 11/19 approved unanimously (PF/DK)

Tom presented a hard copy of the Disaster Plan. Karen will review and sign off.

New Business

We began with a discussion of the town and PD email issues with Cox. We will consider migrating over to Microsoft 365 and Outlook to host the towns email. The set-up cost will be approx. \$4000 and a hosting cost of \$2/month/user. MOTION: Not to exceed \$4000 to migrate town and PD email for 44 users to Office 365 and Outlook from Cox and send to the town council for approval.

(PF/KP) approved unanimous

Budget

Discussion by line items on budget:

1. Increase operations to \$6k from \$4k now that PD is under town IT support
2. GIS support Increase to \$26,255 to take into account GIS services for town comprehensive plan
3. Add budget software to finance package.
4. Building Security. Karen will ask PD if they are able to access building security cameras. We will add \$15k to install card access to Town Hall as per Town Council recommendation to tighten building security.
5. Added a flat screen display for chambers so audience can view meeting.

Discussion on back-up solutions - Tom will ask Meredith to put her fixes into place for now.

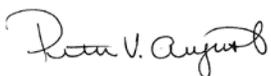
Meeting schedule for following year: 2/8, 3/7, 4/11, 5/9, 6/13, 7/11, 8/15, 9/12, 10/17, 11/14, 12/12.

These are subject to change depending on member schedules

We are all going to reach out to neighbors for new members.

Respectfully submitted,

Pete Fangiullo



Approved: Peter V. August
February 8, 2016