

Middletown Technology Advisory Committee

March 8, 2005 Minutes

Attendees: Library: Steve Arendt-P (Chair); Schools: Ned Draper, Bill Coogan; At-Large: Bill Fink-P, Jairo Rugel, Dennis Turano-P, Eileen Spillane-P (Vice Chair); Council: L. DiPalma-P; Ex-Officio Depts.: Robert Balliot-P, Matt Wainwright, Linda Savastano (P or underlining = present)

Meeting called to order by Chair (Steve) at 4:30 p.m. in the Town Hall Conference Room.

Minutes : Motion: Approve minutes Feb., 2005. Duly made & seconded. Unanimously approved.

Correspondence: None.

Directors' Reports: 1. Robert addressed some current improvements to the town's website (ease in searching for it & agenda postings). There was discussion of links provided on website regarding policy for inclusion (we have none) due to a complaint. Dennis will investigate how other town's handle this.

Motion: Recommend that the town make all minutes from its various boards & commissions available on the town website. Duly made & seconded. Passed unanimously.

Motion: Recommend that each of the town departments provide 3 F.A.Q. (plus any supporting documents) with Answers for inclusion on the web site. Duly made & seconded. Passed unanimously.

Committee Reports:

1. Mission Statement: Editorial revisions made & given to Town

Administrator.

2. Audio-Visual Project (Dennis):

a. Dennis discussed the web-streaming project done during the last Library Board meeting. There is a problem with the speed. Improvements will be made & we will try it again at our next meeting to be held at the h.s. in Room 212 utilizing some of the school's equipment. Groups meeting after us may also be recorded. Dennis & Robert will coordinate this with Linda. This project is still in the experimental stage.

b. Dennis is estimating that needed equipment to make improvements & continue to do this will cost appx. \$25,000. Lou emphasized the need for improvements in the mikes. Dennis is going to confer with David (videographer) & Bill who has arranged for an expert to come & evaluate our current system in Chambers.

c. Dennis is going to come up with an itemized budget figure for improving the system (video & sound) & will e-mail it to everyone concerned.

2. Tracking software (Bill): no report.

Old Business:

1. Dennis is interested in e-mail list & list serve. Bill will discuss this with Jairo who is doing a flow chart on storage & maintenance of archives.

2. GPS project is being funded with Homeland Security Grant.

New Business: None.

Announcements: Next meeting is Tues., April 12, 2005 at 4:30 in

Room 212 of Middletown High School.

Meeting adjourned at 6:05 p.m.

Respectfully submitted by Eileen Spillane, Secretary