

HAMDEN TECHNOLOGY COMMISSION

Minutes of the meeting of

September 1st, 2011

Attending: U. M. Ford, M. Healy, J. Perente, L. Salay, C. Sette, W. Spalter

Absent: T. S. Cowperthwait, W. Folsom, S. Glenn

Call to Order – The meeting was called to order at 7:04 p.m. by Chairman Sette.

Approval of minutes – Chairman Sette entertained a motion to approve the minutes of the meeting of May 5, 2011. The clerk noted that Ms. Glenn was not present for the meeting and yet motioned to adjourn. The correction is Ms. Ford motioned to adjourn and was seconded by Mr. Spalter. Ms. Ford motioned to accept the minutes of the meeting with the correction, seconded by Mr. Spalter. *The motion carried unanimously.*

At this time Chairman Sette welcomed two new members, Michael Healy and Jesse Parente. Chairman Sette asked all Commission members present to introduce themselves and give a brief summary of their backgrounds. Chairman Sette proceeded to explain to the new members how the Commission came about and how they have worked to help the town move forward in regards to technology.

Old Business

- a. Continued discussion on letter and objective for Commission – At this time there is no additional information on the letter. This item will be covered at the October 6 meeting.
- b. Continued discussion on brochure – Chairman Sette reviewed the copy of the draft of the brochure currently in process. Mr. Spalter explained the relationship the Commission has with Quinnipiac University and their IT graduate program. The students over a number of semesters were assigned a project to review the towns various departments to identify how IT could help with their procedures. As a result of these projects the IT department was able to help streamline some of the work being done. One project was to help the Legislative Council institute a system that would help them to use a system allowing review of items by computer and reduce the amount of paperwork now being produced for their meetings. It was hope that the system would also allow a live stream for residents to be able to see the meetings if they could not be present. In the end the Legislative Council didn't receive the report very well. Mr. Healy inquired who the target group(s) are? A brief discussion ensued explaining that of course first and foremost the taxpayers of Hamden are the group who would benefit in a number of ways. They would like to register for Parks & Recreation events, pay their taxes, apply for various licenses and complete other forms on line. Mr. Healy explained that the current draft of the brochure is going in the wrong direction. (Mr. Healy explained in the opening introduction that this is an area he has worked in extensively.) He explained that people really don't want to have to read an entire document to find out what it is about, they want to be able to look at something and come to a conclusion within a few minutes as to weather this is

something they would be interested in or not. Mr. Healy stated he would be happy to work with Ms. Ford to review the current draft and make changes with the Commission's review at the October 6, 2011 meeting. He will send the new draft to everyone by email for their review before the meeting and also for their input.

- c. Continued discussion on ideas – Chairman Sette explained that the Commission has been reviewing the Hamden web site and agree it does need some updating. Chairman Sette would like each Commissioner to review other town web sites for their content, how the public gets it, ease of use and come back with their view of said sites. Chairman Sette asked Mr. Parente to view Cheshire, Mr. Healy, Milford, Mr. Spalter, Branford, Mr. Salay, West Haven, Ms. Ford, North Haven and Mr. Sette, East Haven. It would be a big help if each Commissioner was able to submit a summary of their findings by email prior to the meeting for review so everyone would be able to review their site and match it up with the others.

Department Activity

- a. Update from Dave Richards on the status of IT – Chairman Sette spoke with Mr. Richards and was informed that the town survived the recent storm. The Town Hall did lose power for a time due to an issue with a generator but nothing serious. He is still working on the GIS system which is not up yet and is working on other items for the future. He is looking for storage but is having some problems due to budget cuts and is also looking for new back up. The Fire Department is being removed from the Police Department systems to the Town side and possibly providing the Fire Dept. with their own domain.

New Business

Adjournment

At 8:10 p.m. Ms. Ford motioned to adjourn, seconded by Mr. Parente. *The motion carried unanimously.*

The next regular meeting will be Thursday, October 6th, 2011 at 7:00 p.m. in the 3rd Floor Conference Room, Government Center.

Recorded by,

Catherine E. Gempka
Commission Clerk