

## INFORMATION TECHNOLOGY ADVISORY COMMITTEE

The Information Technology Advisory Committee (ITAC) serves at the request of the Board of Selectmen but also acts as an advisor to specific Town departments and other Town committees on an as-needed basis. In this capacity, ITAC provides guidance on a variety of information technology (IT) issues. The Committee concerns itself with matters of information delivery; ensuring access to appropriate communications technology; increasing the efficiency of transactions involving the Town departments; and working to ensure the proper deployment of infrastructure and technology for the Town departments and citizenry. In addition, ITAC provides, as necessary, strategic IT planning advice for the Town's departments and committees.

### Changes in Membership

The ITAC consists of 9 members, 4 of whom are appointed by the Board of Selectmen, 4 of whom are appointed by the School Committee, and 1 of whom is appointed by the Board of Trustees of the Belmont Public Library.

At the beginning of the year, there were two open seats on the committee. Phillip Lawrence (appointed by the School Committee) joined the ITAC in February 2007 and Daniel Ellard (appointed by the Board of Selectmen) joined ITAC in April 2007. The terms for both James Berets and Charles Smart expired in June 2007. James Berets was re-appointed by the School Committee and Charles Smart was re-appointed by the Board of Selectmen. In July 2006, Simson Garfinkel resigned from the ITAC upon moving out of Belmont. David Goldberg assumed the role of committee Secretary/Clerk. Matthew McGovern (appointed by the Board of Selectmen) joined ITAC in December 2007. In addition, there was a change in committee chairmanship in December; Elizabeth Firenze took on the role of Co-Chair, relieving Jonathan Green from the post. As of 12/31/2007, committee members were Elizabeth Firenze (Co-Chair), James Berets (Co-Chair), David Goldberg (Secretary/Clerk), Daniel Ellard, Jonathan Green, Phillip Lawrence, Matthew McGovern, David Rich, and Charles Smart.

### Summary of Activities

ITAC meeting participants also include Dr. Lee McCanne, Director of Technology, Belmont Public Schools; Mr. David Petto, Manager of Information Technology, Town of Belmont; and Mr. John Bowe, Chairman of the Belmont School Committee. Dr. McCanne and Mr. Petto regularly update the Committee on Information Technology issues facing the school system and Town respectively, and solicit feedback on issues of concern. The broad perspective and technically diverse background of the committee members provide Dr. McCanne and Mr. Petto with information and resources to assist them with their projects as well as relating Town and School needs and projects to non-governmental and non-educational implementations.

The committee met seven times over the year to discuss the progress and status of many of the Town's and School's key Information Technology initiatives. Some of those initiatives included:

- Server Virtualization and Network Based Storage implementation
- Fiber Redundancy plans
- MUNIS implementation progress
- The integration of Geographic Information Systems into Town processes
- Teacher Net
- High School Foreign Language Lab
- Municipal Wireless Taskforce
- High School website redesign
- Document Management System

At the request of the Capital Budget Committee, ITAC reviewed Information Technology budget requests submitted by the school and Town technology departments and carried the following motions:

"ITAC endorses network based storage per Lee McCanne's proposal in order to satisfy current and foreseeable future storage needs for the town and schools.

ITAC further recommends the Capital budget committee recognize that the town's storage needs over a three year period might make it advantageous to spend more money up front.

ITAC endorses server virtualization per Lee McCanne's proposal in order to consolidate existing servers and save money as a smaller number of servers need to be replaced over time.

ITAC recommends implementation of a second fiber loop because in the event of a cut in the primary loop:

- a) There is a public safety issue as the Light Department would be blind to their substations, removing their ability to monitor and repair the power grid
- b) There is a revenue issue as the Treasure's office would be unable to perform electronic funds transfers which is how 90% of the town's financial transactions are handled
- c) There is a productivity issue as town employees could be idle during the time to repair.

Therefore the potential impact of a cut would be approximately \$250,000 per week long event based on the loss of productivity. The town's reliance on the network is never going to be less than it is now so the cost of such outages will continue to rise over time."

In addition, ITAC monitors the status of the "Old Light Building", 450 Concord Ave. and any plans for the Town's disposition of said property. A major piece of the Town's network is housed in this building. Relocating the infrastructure in the building would entail a multi-year plan. The committee urges the Town to include this relocation cost, in terms of both time and money, in any decisions it makes with regards to the building.

Respectfully submitted,  
Elizabeth Firenze, Co-Chairman  
James Berets, Co-Chairman