

February 2, 2007  
Board of Education Central Office  
382 Long Hill Avenue  
Shelton, CT 06484

Present: Michael Davis  
John Anglace  
Ramesh Wadhwani  
Allan Cameron  
Cathy Araujo  
Lou Marusic  
Arlene Liscinsky

Ex-Officio: Tim Walsh  
Lorraine Rossner  
Steven Dellinger-Pate

Invited Guest: Bob Gesullo  
Chris Adams, Tech Center

**Agenda Item #1 Call to Order**

Chairman Davis called the meeting to order at 8:05 A.M.

**Agenda Item #2 Pledge of Allegiance**

Pledge of Allegiance was recited.

**Roll Call**

Michael Davis, John Anglace, Allan Cameron, Arlene Liscinsky, Chris Adams, Steven Dellinger-Pate, Lou Marusic, Lorraine Rossner, Bob Gesullo, Cathy Araujo, Tim Walsh

**Agenda Item #3 Bid Specifications**

**Motion**

Allan Cameron moved for consideration of the committee to adopt the draft bid specification, submitted at the January 12, 2007 meeting and updated with input from the Committee Chairman, for approximately 381 thin clients (Citrix) and approximately 119 thick client (Windows) devices and associated network infrastructure components, for referral to the City's Purchasing Agent to be publicly advertised. Cathy Araujo seconded the motion. Chairman Davis asked for discussion.

### **Discussion**

Allan Cameron said that Michael Davis's questions from the last meeting were given to Tracey Adkins. Tracey gave those questions to Chris Adams and asked him to review and incorporate what was appropriate. Allan Cameron asked Chris Adams to tell us what changes that he made to the spec. Chris Adams said that one of the suggestions that came up at the last meeting was there wasn't an option for an AMD processor on the server, we put a couple of options in on the server proposed before there was just one. If you look at the server page 2.1B servers or equivalent we included an option two, which is an AMD processor for the servers. We also added everywhere "or equivalent" that is included in all the pieces of hardware. We changed the thick clients 2.1D we gave two options, before it was just one to include an AMD processor. Allan Cameron said that you included "or equivalent" everywhere and last week one of the items we discussed was the dimensions and I noticed that you changed to small form factor. Chris Adams said that small form factor was there for the thick clients and we kept that for option 2. Allan Cameron asked Chris Adams in his opinion what kind of spec is this, what are we going to get back from this. Is this something that is very limiting and it is something that is going to cost us to get custom devices that are going to cost the manufacture more money or is this a spec that is open and that will give the manufacturers the opportunity to bid something, that is essentially a vanilla off the shelf generic kind of a product. What was your intention when you were writing it and what kind of response are you expecting to get. Chris Adams said that we wrote it with the intention that all the devices here are scalable, they come with a lot of different options and the other things is that they are pretty much straight off the shelf boxes. For the servers, any time you buy a server it is pretty much custom. You have to put in the parts, you put in what you want on the site. You have to say what kind of drives, raid setting, operating system and ram that you want. Every system is different. Bob Gesullo asked if that would still fit in your vanilla envelope even though you are customizing. Chris Adams said that is really not the way it works with servers. Bob Gesullo asked if it was still within the umbrella. Chris Adams said yes, what you do it is you go onto the website and you pick and choose what you need and you send it in. There is nothing in any of the options that would be considered above and beyond. It is a full solution covering the whole thing. The backend for Citrix is covered and the thin clients that will support that and also wireless will be covered with the thin clients.

Ramesh Wadhvani arrived at the meeting at 8:15 A.M.

Allan Cameron said that in the training for network administration training you specified 40 hours of training for the Shelton Public School staff including topics but not limiting to WM ware, could you explain where you were headed with that and what you expect to get back from that. Chris Adams said that WM ware is a new technology and where the industry is going right now, it allows you to consolidate your servers, so instead of having a lot of boxes you can have one big box with a lot of virtual servers on it. What we want to do with that is just to get a little more in tune in how to use some of the features that WM ware has, like some installation features and the ability to clone servers. Allan Cameron asked if we were using it now. Chris Adams said yes we are we have one WM ware box right now that has two virtual Citrix servers right now. The terminal server license server and another

server that are virtual are both on that. Allan Cameron asked when we get this back what kind of pricing do you expect. Are you expecting that there will be some kind of convergence that we are going to get a lot of interest because we have a generic spec. We went back last time because of the spec that we wrote, with the wide area network spec we had 21 vendors that were interested and the last time out we had 12. We want to make sure that we encourage as many vendors as we can. Ramesh Wadhvani said our focus shouldn't be on one particular product. If you see several bids and there is a critical product then you put the model number of the particular product. Then you are focusing on a particular manufacture, not a vendor that can bid for it. Allan Cameron asked if we are doing that in this case. Ramesh Wadhvani said with the thin client we can say we want a thin client with one gig or higher, not this particular sequel. All sequels are sub licensed by Intel to end manufactures. Bob Gesullo said that in the specification he has written it so that it is generic so that whole bunch of different suppliers can bid. Chairman Davis said that he is not sure that we did that in the thin client. He thinks it goes beyond the availability but what are we paying up for. We wouldn't we want to see prices on a unit that is one down and one up in order to know what we are paying for in scaleable format. You buy up because you get longevity on the long end, but prices could be significantly different. The reason that I suggest this is because the unit one down is 50% of that unit well that 50% equates to significantly more unit into our school system. It is about quantity as well as quality and the balance between the two. The bid as I see it doesn't help us substantiate the unit that we pick. It will help us substantiate that we got the right price or as close to the best price as we could on the unit, but we all know that if the one below it is significantly less we will consider it. Bob Gesullo said that he doesn't know the procedure, the only experience he has had with the City is on the City Economic Development Committee for expansion. If you send the specification out can you ask the supplier to quote and offer another situation to save money? Lou Marusic said that we do this frequently we just say send in alternates. Bob Gesullo asked if we encourage suppliers to do that in the bid. Chairman Davis asked if we could have lower cost alternates as well as high cost alternates. Lou Marusic said absolutely. Bob Gesullo said that we need to move on this, because we can rewrite the spec a million times. Have the responsibility on the supplier have him bring value added to this. Chris Adams said that when we were testing this, we ran some software that the teachers use a lot and we found that a 1 gigahertz processor performed much better than the 400 megahertz processor and to Michael's point you can do things with Citrix on the back end. You can enable speed screens and acceleration browser, which we did and then we went back and tested and it did improve the performance but still the one gigahertz machine performed a lot better. Chairman Davis said that maybe we should show the committee what we are paying for and then you can substantiate why you paid up. I would like to committee to think why did we give up additional units to buy that unit. Allan Cameron said that what you are purposing is reasonable. All we have to do, I think, is add another sentence or two that says each vendor is encouraged to submit a lower and higher cost value added recommendations for each product that we recommended, or some word to that effect. If we just include that as a paragraph in this spec, we saw that with our laptops the last time and particularly we saw it the wireless thin clients. We were ahead of the curve with that one. We got a huge array of options back to consider and that is going to make it a little harder to evaluate and little more time intensive but I would rather take that challenge then

to not have the options available. Bob Gesullo said that at least you know what it cost. Chairman Davis said that doesn't give us that. Bob Gesullo said turning the tables onto the supplier and now has numbers come back with this, this is a good proposal we could live with this and this is what it is going to cost us. If we do this, this is what it is going to cost us. I believe that it just speeds things along. On the other hand if I were the supplier I would be concerned out this, not knowing what the competitor is going to offer. Chairman Davis said that Steven could start to test on a slower, midsize and faster processor. Steven Dellinger-Pate said that they have already done that and in terms of performance and we have seen where those have performed. Chairman Davis said that we are paying for performance. Steven Dellinger-Pate said that in some areas we want to pay for performance and in some areas we can make do. It meets the requirements that we have. Chairman Davis said that we are offering a Citrix thin client solution, if we have someone who is worth their salt that is involved in the bidding process that has experience they could come out with a way to configure the server. They are not going to just do it in the commodity format. They are hopefully going to explain why I gave you a 400 GHz processor and over here I have a quad chip device that can achieve the same thing and I believe in the big picture you are saving and you can buy 50 more units for the same price. Allan Cameron said that you are looking for total cost of ownership. Steven Dellinger – Pate said that what we would do is say this is purposed solution and it looks good now show me. Chairman Davis said that at the end of the day it is about deliverable to the children it is not about a processor or a server. Tim Walsh said with keeping that in mind is there some way we can amend this bid now so that we don't delay this any longer. Bob Gesullo said that if you can add that we should be taking about going forward. Lou Marusic said that it is one item up front. The real item is what they see in the advertisement. Chairman Davis said that out of the box offerings are highly suggestive. Allan Cameron said that we could vote on the motion because Lou is going to change it in the legal advertisement. Lou Marusic said in the legal advertisement that will be forwarded to everyone and Michael you can shape that. Allan Cameron said that maybe in our bid spec we could insert a sentence or two that state that all vendors are encouraged to offer value added alternatives above and below this performance spec. Chairman Davis asked Chris and Steve if this is making sense to them. Chris Adams said yes it is you just have to be careful if you are going with Windows XP we have to make sure we have the system requirements and you want to make sure that the thin clients will do what it is suppose to do. You don't want to have 381 thin clients and the children use an application and it just sits there. Chairman Davis said that we don't want the children to go home and say that their computer at home it faster then the one at school. Allan Cameron said that we can put that sentence into the Scope of the Work. We tried to do with the whole spec is to offer a standard and kind of quality. We are going to have a vendor meeting and we will encourage people to come with hard questions on how they are going to integrate their proposal into our system. Chairman Davis said that the problem with that is that they give away their competitive advantage. Bob Gesullo asked where this get advertised. Lou Marusic said that by charter in a paper with leading distribution. We can also direct mail to the vendors. Allan Cameron said that we would do both. Cathy Araujo said that we could advertise it on the website also. Ramesh Wadhvani said that we could go to the State Department of Technology and they would distribute for you at no cost. Chairman Davis asked Ramesh to help Lou does that? Lou Marusic said that we have the procedure in

place to do that at City Hall. Chairman Davis said that can we make sure that happens on this one. Ramesh Wadhvani said that in generally he would not put VIA C3 Processor 1 GHz; I would just put 1 GHz to open it up to different vendors. Chris Adams said that the reason that they went with the VIA is because a lot of manufactures of thin clients are using the VIA processor because it is a cool running processor and it uses a lot less power. Chairman Davis said that it is a fan less unit. Steven Dellinger-Pate said that is a lower power consumption unit. Cathy Araujo said that 3.27 deals with substitution and it says that anything that we name specifically is to give an example and it doesn't preclude anything. Chairman Davis asked that we put that under each of the units. Bob Gesullo said that if the vendor might want the total package and may give up some stuff at a loss and make it up somewhere else, would you entertain vendors bidding on pieces. Chairman Davis said that the bid encouraging pieces. Chris Adams said that when you have different vendors and it doesn't work then you have finger pointing. Chairman Davis said that at his company when they buy the software they buy the consultant. This offering here in order to get the lowest price is permitting people who don't have all the services to come in and bid on pieces. Chairman Davis said that the bid spec would permit us if someone comes in and drops one big price on us we have the ability to go there by how we draft the waiting of what we pick price and quality on the suggestive scale. Allan Cameron said that we can address that when we evaluate them. Chairman Davis asked if we could put a sentence in here that we would also encourage a one vendor solution. Allan Cameron said how do we need to put it into words so that Lou and Bob Wilcox can get it out. Lou Marsic said that the first that they see is the legal notice and we tell them to go to the Purchasing Agent to get your specs. We say all that here and we could use that as a purchasing model. Chairman Davis said that can we send out two separate bids, one that says total solution. Lou Marusic said that one would not contaminate the other. Cathy Araujo said that it states under Scope of Work where is says provide a complete functioning networked system to be integrate into the existing SPS network, isn't that asking for a complete system. Chairman Davis said that is asking for a complete system but how I would spec; I would be concerned if I am participating individually as well as consolidated in that offering. John Anglace asked if we would have a pre bid meeting. Chairman Davis said that the problem with a pre bid meeting is that there would be companies that will not come, but will want to participate. I don't want to get a message out that only those heard and then we have a different sample. Allan Cameron said that the pre bid meeting is compulsory; we won't evaluate your bid if you don't attend the pre bid meeting. Bob Gesullo asked what a pre bid meeting is. Allan Cameron said that a pre bid meeting is were we have a meeting down at City Hall and invite vendors. Bob Gesullo asked if we invite everyone in even if we don't like their bid. Allan Cameron said no this is done before they submit their bid. We invite everyone that we sent the specs out to and tell that we are going to have a meeting and they come. We talk about what our vision is in this and we open it up to questions. They key thing that we have to make sure that nobody gets information from us because then they would be at a competitive advantage. So we have to have a good stenographer and take copious notes and we have to put out everything that was discussed as an addendum. Chairman Davis said do we want to require that they have to attend to participate. Allan Cameron said that as a public group of people we have to make sure everyone has access to the same information. Chairman Davis said that if someone decides not to go they can't participate. Allan Cameron said

that usually at the pre bid meeting is compulsory. Chairman Davis said that we shouldn't filter unnecessarily. Allan Cameron said that we can put the bid out and see what we get, and see if there is high level of misunderstanding. Lou Marusic said that you should have is all the your major players will show up and if there is any confusion they can ask questions. Chairman Davis said that we shouldn't have it limited to people who show up. Ramesh Wadhvani said that in the thin client do we need the smart card? Chris Adams said that is an option in there and one reason that we left in there with the digital cameras they can take the card out the camera and put it into the laptop and print your pictures. Ramesh Wadhvani said that all these come standard with USB. Chairman Davis said that the USB function as the interface instead of jus the card. I don't want to have Chris have to drive up to Mohegan when someone there could switch a card. The whole concept here was to have these boxes be very independent and be supported by a power user that Tracey or Steve picks out. Chris Adams said that one of the reasons that we picked Windows XPe because Windows XPe comes with 9000 device drivers. There aren't any devices that they teachers or student use that wouldn't be able to use.

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Chairman Davis said that he wants as many units in front of the children as possible. Chris Adams said that a lot of what people focus on with Citrix is the cost of the thin client what they don't see if the cost on the backend to support that. Chairman Davis said that if you don't add years to the backend of the units there is a debate that Citrix is not getting you the 4-8 year span. Chris Adams said that with Citrix you invest heavily upfront but down the road your total cost is less. Chairman Davis said that we have stated vendor shall provide a network engineer or equivalent to work integrating the proposal hardware into the Shelton Public School system. If people don't have engineers or don't have this setup they can still participate because we have flexibility to cherry pick. Yet I said earlier that I would prefer not to, but at the same time I want the mass amount of individuals to participate. Chris Adams said that we would want some body that has certification to install the stuff. Chairman Davis said that we want to make sure that the people that participate can provide the service. Ramesh Wadhvani said that we need to hire a service consultant to do it; we can't have a unit at low price and get the service for free it will not work. People can carry those items and provide on an as need basis. Chris Adams said that companies have people certified in everything. Chairman Davis said is there as specific level of engineer or specific competency that we want to make as a prerequisite. Ramesh Wadhvani said that as long as they are Microsoft Certified or Microsoft Partner. Steven Dellinger-Pate said that on the other bid we did that on the other end when we did the evaluations; we looked at certification as to what kind of support that they can provide. You can rate them accordingly. That is part of our rubric. Chairman Davis said that we state one thick and one thin client shouldn't that be one think and thin that matches what we are buying. Steven Dellinger-Pate said that we need a sample of product ordered. Chairman Davis said that we want to make sure that everything works and we have protected our self in the limited verbiage there. Cathy Araujo said that once we vote on this is it is going to go to corporation council. Chairman Davis said that we talk in 2.2 Scope of the Work of on going maintenance, what is the definition of on going maintenance. Chris Adams said that one good thing that has happened is Vista; if you

provide Windows right now we are eligible for the next upgrade. Chairman Davis said that there should be a definition listed for on going maintenance. Also further down we use the term turn key services we need to define the term of turn key solution. In 2.4 Time Frame we mention owner, but who is the owner it is never defined. In the submission of the proposal we stated that vendor should submit 1 original and 5 hard copies, we are in the age of automation instead of hard copies we should ask for PDF. Chris Adams said that PDF would be ok. Chairman Davis said that we ask for 2 electronic copies, all the members should receive a copy. I want to accelerate this process. Steven Dellinger-Pate said that the bids go to the Board of Apportionment and Taxation and then they could be send it to us. Lou Marusic said that would have to be submitted to the clerk as a requirement. Chairman Davis said that we should notify the clerk. Lou Marusic said that the vendors submit 8 copies. Chairman Davis said that we should encourage the PDF to be submitted. Allan Cameron said that last time there were brochures and notebooks. Chairman Davis said that we should ask for both. Allan Cameron said that last time we didn't get enough copies and we had to make the copies. Allan Cameron asked Lou Marusic who needs a copy and does a copy need to be kept at City Hall? Lou Marusic said that City Hall keeps the original. Allan Cameron said that we need 8 copies for the committee. Chairman Davis said that we should ask for 9 copies and 1 PDF. Lou Marusic said that we could include that into the legal notice. Chairman Davis said that we mention in a lot of places and it is critical that we mention who the owner is. Lou Marusic said that the owner is always the city. Chairman Davis said to define owner or change it. Tim Walsh said that we could do an appendix for definitions. Chairman Davis said that we mention cancel by the vendor for 90 calendar days following the submittal date, what is the submittal date? Allan Cameron said that is the eighth day that they turn it into the Board of Apportionment and Taxation. Lou Marusic said the submittal date is the deadline date for submission. Chairman Davis asked if we could put that in. Bob Gesullo said that is you say that do they expect us to respond in the 90 days. Ramesh Wadhvani said that we say that because the price has to be valid for at least 90 days. Chairman Davis said that 3.8 is redundant of 3.4 and would like corporate council to review it. All questions regarding this project performance specification should be directed to. They key word there as I believe is performance what happens if I have a question that is not related to performance. Allan Cameron said that all questions go to Bob Wilcox, because we can't have someone call the Tech Center and you can't have someone say that they spoke to Chris and then they have competitive advantage it has to go through a disinterested bystander. Chairman Davis said that it should state all questions regarding this bid. Ramesh Wadhvani said that you can compare at the vendor meeting. Chairman Davis said that we are making our self vulnerable with that sentence. Cathy Araujo said that we could take out the word performance. Allan Cameron said that they want to have total transparency so that no one has unfair advantage. Chairman Davis said that we mention concurrent Citrix session on page 1, how many concurrent sessions will we need. Lou Marusic asked that the minutes be submitted to Bob Wilcox as well. Chairman Davis said that we mention servers are these servers going to be 100% dedicated for the thin clients or are they going to be used for something else. Chris Adams said that they are going to 100% dedicated for Citrix. Ramesh Wadhvani said that the service capacity that we have you can support 30 – 50 concurrent users. Have you identified the servers and the gaps and how many we need? Chairman Davis asked who is going to be certified in Citrix. Chris Adams said that he is.

Chairman Davis that many people have failed the second part, so we would go to six and bid and then we could decide if we need 4, 5 or 6 and that was the reason for it. Good Luck on the exam, it is not an easy exam. Chris Adams said we had enough in the original spec to cover all the original users but 6 will allow us growth. Chairman Davis said that these are not going to be coming out until June or July and would like Chris Adams to follow the quad chip. If we only need 4 quad versus 6 of the others we can buy more units to go in front of people with the savings. Chris Adams said that a lot of the duo core units that are out right now will support the quad core chip. Ramesh Wadhvani asked are you planning to make thick clients into thin clients. Chairman Davis said that he is expecting Steve to say that he has added 20 or 50 of his existing thick clients units into thin client units and they are functioning in the farm. That is why the capacity or at least to sell the capacity. You don't need to involve the committee and you can get 100 more thin clients in there and you don't have to come back to the committee and ask for a server. The way the original spec was odds were that you were going to have to come back and that slows up getting unit in front of our children. Ramesh Wadhvani said that your back end capacity should be at 60% right now you are 85% server capacity. Chairman Davis said that he would like it to be lower we want to be fast and performance driven and if Steve can immediately move a machine into a thin client environment with Tracey's help and have it work on the applications without having to come back to the committee you can have third grade or seventh grade be involved, which isn't in this spec right now. I want you to expand the population immediately. Maybe with the servers we shouldn't take about 4, 5 or 6 but talk about capacity. We can make a decision off the capacity, but please keep your eye on the next generation of servers; we are just on the line of a whole new generation. Chris Adams said that when he was looking at the spec that the quad was just coming out. Ramesh Wadhvani said the HP is the leading edge in servers. Chairman Davis said that we mention a VESA mounting bracket. Chris Adams said that he took that out. Chairman Davis said we are purchasing a CD burner instead of a DVD burner. Chris Adams asked if that was for the servers and Chairman Davis said yes. Chris Adams said that in our practice we don't really use them. Chairman Davis said that we are going with 4 drives on a Raid 5, which means that 3 are functioning and the 4<sup>th</sup> is the insurance policy, did you consider the 5 drives and have 4 functioning. Chris Adams said that we took the spec from the HP website. We have this in place right now and it is working fine. Ramesh Wadhvani said that you should have a safety zone. Chairman Davis said that let look at the warranty versus the drive. Ramesh Wadhvani said that all drives come with a manufacturer warranty you can send them back and get another one. Chairman Davis said that we should add a sentence that states we would consider the 5 drives. Lou Marusic said that he is already using the 5 drives and he would not recommend using anything else. Chairman Davis said that this is a perfect example but if Chris and Tracey have looked at it. Chris Adams said that we had on the production server a drive die on the three drives and we just took the drive out and replaced it. It was noticed a little on the performance side. We have had any complaints. Lou Marusic said how many servers are we talking about. Chris Adams said between 4 and 6. Lou Marusic said that we should just go with the 5 drives. Chairman Davis said to put the word consider in and we can move on. We could configure this, if we have 5 boxes, why wouldn't we have 5 boxes each unit be connected to one of the five in the classroom. So if a server went down you would be down to 4 and you wouldn't have a school down. Chris

Adams said that is the beauty of Citrix. The servers are load balanced. You don't want to have one large server, if you go down you loose everything. Chairman Davis said that we load balance it and the natural progression not the kick in of load balancing. The natural wiring structure is that each unit is represented by one server. Chris Adams said that if you load balance the servers then the user doesn't even notice. When we went to Danbury they run a Citrix server there and they had a server down and no one knew. The other thing that plays with that real well is having VM ware as part of the solution. If you loose the server, the server is virtual and if you buy the VM extender you just call up the server and you are back up and running. You want to minimize down time. Chairman Davis said that the environment you are building is what we already have. We have to keep the environment running. The school is your call and jus that you say you are aware of it and considered it that is enough for me. We mention education software, Steve the list of software in there is not our educational software. Steven Dellinger-Pate said no. Chairman Davis said then why are we calling it educational software. Steven Dellinger-Pate said education software is purchased out of his budget. Cathy Araujo said that we are calling it that because we get educational pricing. Chris Adams said that he will take out educational and leave software. Chairman Davis said that we should note that other software will be used. One point on there we didn't mention sequel, is there any desire to go there. That is a huge tool in the world today. Have you or do plan on giving any education on Access. Steven Dellinger-Pate said that we found right now Publisher is much more preferred. Chairman Davis said that Access is being eliminated and it is going to be SQL. Steven Dellinger-Pate said that we know that it is hanging around we don't have a major application for it. We can buy singles licenses for that. Ramesh Wadhwani said asked if anyone using Access data bases. Steven Dellinger-Pate said that we have a very limited number at this time and part of that is because most of the database type applications the we have are our student information system, which are systems that we buy. Cathy Araujo said that we use it for administrative purposes. Chairman Davis said the quantities of various licenses it looks odd. Please review those and make sure the quantity matches what ever we are asking for here and when we make changes that we don't leave something out. If we went to quad then our licenses would have to double because it is by processor. Ramesh Wadhwani said that when you go to thin clients it saves you a lot of headaches. Chairman Davis said that you will be able to make better decisions on the concurrent utilization going forward. Steven Dellinger-Pate said that we know that but a lot of the licensing agreements are trying to combat that and saying that you have to have a license for every user. We will get the most benefits that we can out of concurrent users, which will help us in some places and in other areas it is just a license. Chairman Davis said that you don't have spy software and virus software so there still is a savings. The 3 year warranty that we mention on page 3, what is the warranty on? Did we do any study what a 1 year warranty will cost? Steven Dellinger-Pate said that it is the same thing that we did with the laptops. Ramesh Wadhwani said that once you exceed the three year it is more expensive. Chairman Davis said that he is more inclined to buy it in year 3 and a day then I am to buy it in the first three years. Allan Cameron said that the way that we have done it is only on the servers. Chairman Davis said that he is inclined to buy a server and have it be in inventory because the server never goes away and rotate it into inventory. Lou Marusic said that if you are asking for a 5 year warranty he believe that a 3 year warranty is enough. Chairman Davis said consider inventory versus labor. If you

purchase labor and you never use it that money goes away for ever. If you purchase a piece of equipment you can eventually apply that piece of equipment. Chris Adams said that as far as the thick clients and the monitors that is standard. Chairman Davis said that we can buy extra LCD monitors and have them in each school and switch them out for the one that is not working. Ramesh Wadhvani said that when applying Raid be sure to spec out the optional drive and have it sitting on the shelf. Chris Adams said that we have spare drives, our common practice right now is to have 2 of each drives in the Tech Center to support our financial servers. Not just our financial servers but all our servers. We also have on the servers a 4 hour response time. Ramesh Wadhvani said that with Raid you don't need to buy the 4 hour response time service you are self insured. Chris Adams said that in this solution with the servers being load balance and having the drives being Raid 5 you are really covered. With a 6 server solution if everything is properly installed in the Citrix part with the applications you are not going to see a lot of down time. Chairman Davis said on page 3, 2.1E we talk about 1-15 switches. What does that mean? Chris Adams said that we couldn't come up with a solid right now, because we are waiting on the wiring. Chairman Davis asked we should say up to 15. Switches are discounted as increase in quantity. Can we ask for 15 and then buy 12. Lou Marusic said that we could. Allan Cameron asked Ramesh what the price point on these. Ramesh Wadhvani said the vendor will discount accordingly. Chairman Davis asked Ramesh how many come in a box and Ramesh said 12. Allan Cameron said that we are not going to have a substantial discount at 15. Chairman Davis said that it might be one more thin client that we could get into a child. So let's say 15. What does an F module do? Chris Adams asked where he is seeing that. Steven Dellinger-Pate asked if he was referring to 2.1 F.

End of Tape 1 Side 2

Chairman Davis said that on the switch area have you allowed for growth in this area? Steven Dellinger-Pate said that he and Tracey have been going to the schools and looking at how many units that we have and how many switches are being utilized at this time. Some units are going to be removed from production because they have reached their end of life. There are some swaps in and out and there are some upgrades. Chairman Davis said that he doesn't see any rack. Steven Dellinger-Pate said that those are already in the school. Chris Adams said that we did look at that. If we had racks, power and cooling, there are a lot to take into consideration. Chairman Davis asked if we were looking at the thick client here. Chris Adams said that it would be anything that connects to the network. Chairman Davis said that it should be one device. Chris Adams said that it would be any device. Chairman Davis asked if there was a router at each of the elementary schools that would drive us back to the tech center. Chris Adams said that is the way it is now. Chairman Davis said that the server supporting thick is that server sitting physically at Mohegan. Chris Adams said that we have a nice set up right now where they are located in one location that is climate controlled. Ramesh Wadhvani said that we currently have 400 thick client laptops in the system; you have thick clients in the system and ordered 100+ more thick clients where would these thick client laptops go. Steven Dellinger-Pate said that aren't necessarily laptops. They are to replace things like our CAD lab and we have applications throughout the offices where we could redeploy the older unit that is sitting in that office. Ramesh Wadhvani said that his point you have enough with the

laptops once the thick clients can be deployed into the offices at thick client desktop. Once the 5/6 school is open your space problem goes away. Steven Dellinger-Pate said that is 2 years down the road and we are not going to redeploy our laptops. Just because we are putting a couple of computers in the back of the classroom we are not going to take the laptops away. Chairman Davis asked if the laptops could eventually become thin clients. Steven Dellinger-Pate said yes. Ramesh Wadhvani said that we should reduce thick client population in the system to save money. Chairman Davis said that we just added 400 thick clients to Chris's workload that is not a good thing. Steven Dellinger-Pate that we don't want to phrase it that way, it does increase the workload it is a necessary part of our environment. It is a good thing because it goes to the kids. What we also want to look at with this current purchase the quantities that we have listed are really estimated quantities. As we are going through and looking at our machines we are really starting to say does this need to be a thin or thick client, where is it going to be placed. 75% of our purchase is thin client and that is a really big change for our environment. Chairman Davis said that we have 5 people on our technology staff and they have a full days worth of work and now we add 400 thick clients to the support of that existing group. Something is not going to be done or something is going to be done less. Bob Gesullo said you have thought that out. You wrote this understanding that your workload is going to get bigger. Chairman Davis said one is environment and the equipment and one is the application. Bob Gesullo said that he understands what you are saying but that is not what we are trying to do here. We are trying judge this specification. Your workload is going to get bigger and we expect you to solve that. Steven Dellinger-Pate said that is why we phase it in. Chairman Davis said that we need to make sure that they can support it. We are not going to make a mistake and then have equipment or resources that are not being maximized because we can't support it. Bob Gesullo said that the limit of this board is to buy how they manage that asset is up to the Board of Education. Steven Dellinger-Pate said that we know that we have to answer to that. We have to stand up and say that this equipment is being used. We are not going to over tax our self if we don't have to. Chairman Davis said that is it his job to slice and dice this contract the way that I am. Bob Gesullo said that you are doing a heck of a job. Cathy Araujo said that is why the motion is on the floor. Bob Gesullo said that our job is to provide a dialogue to make sure that everything was thought out to the limit to what we are going to spend and buy. I admire that you keep saying that you want to make sure that every student has that but that is their job. How the students get to that is your job. Yesterday I had my first tour and I really feel cheated that I didn't have as a child what some of these kids have today. When we get back to this and the value that you add to this is some of the questions that I would never have thought of. I believe that you are a tax guy you are extremely detailed and I don't mean that as an insult. I think that this needs that but I am not sure that it needs it at this meeting. Maybe we should have had a pre meeting with these two gentlemen and ironed that out and then brought it to the board and try to move it forward. You have a job to do and you volunteer your time, if I can help you in that way and have a meeting with these guys separately. Chairman Davis said that is why he asked for this in Tuesday. John Anglace said that to answer Mike's question if he is the guy that should be doing this, that is why we have item number 4 on the agenda. Chairman Davis said that he has to leave in 10 minutes and I can give my notes and comments as I did last time. Bob Gesullo said that you did the work and it needs to be communicated and I think that you need to

have a level of comfort that you are satisfied with. Some of the things that you covered needed to be covered. I was thinking is there a way that we could bring this to the supplier and let him satisfy that. I am a big believer in that. I have worked with all these companies that you have listed here. Their requests aren't as detailed as this. To answer your question I think it is yes it is extremely valuable, but I don't think that it should be done here. Chairman Davis said that he doesn't think that he should have had to do this. Tim Walsh said that today he was most impressed with Chairman Davis and also he comments about getting the most equipment for our kids. I have to the utmost faith in our tech staff. I appreciate what they do everyday. They have brought us out of the dark ages but they haven't brought us to where we should be. Chairman Davis said that he wouldn't put himself into this situation for any many years that he has if he didn't have that same confidence. If ever anything that I did was all about the desire to be the most efficient way of delivering the services and understanding how the tech staff was going to support this. My comment was that we should be doing more of these not getting them in piece meal. I had 8 pages of changes that I left at the last meeting that got us to here and I still have 2 pages and I am a tax guy. I am very proud I am an officer of the 26 largest company in the world. Those skills don't transfer to this. Tim Walsh said that there should be faith involved. Chairman Davis said that he is asking if they thought of it and then move on. John Anglace said that we have you for 5 more minutes. What I want to know at this point are you satisfied with us going forward with this knowing that we are going to put this out and we don't have to buy anything we just get it out with these specs, considering the remainder of your questions. Are you satisfied that we can get working on it at least approve the motion and move us forward. Chairman Davis said that he is satisfied that his contribution has made the product better. Bob Gesullo said that he agrees with that. Chairman Davis said that he doesn't know what everyone else was thinking and I was trying to make sure that what we receive is right on point and so open an architecture that is gives the committee the best offering to make the best possible decision. John Anglace said that you have made your point countless times that this committee has to work smarter not harder. We have to look for ways to be more efficient and get things done in a more timely manner. Everyone wants that and that is item number 4. You are not going to be here for that discussion but you can read the minutes before the next meeting and see where we are coming from. I have a plan not a technical plan it is coming from what has evolved from this committee. I tried to go back time and time again and see what is bogging us down. I don't think that this committee should rely on Mike and Ramesh. The committee can't do the details that have to be done we have just witnessed that for two meeting. We need some outside assistance and it has been suggested numerous. I want to know if Mike feels comfortable can we go ahead and pass this motion. Get it in the works so that Lou can get going on it. It is going to come back to us and we are going to see everything. We have many options, we can accept, reject, reject in part, reject in whole. We are not committed but we've got to get it moving. Who is going to finalize the specs and get it off the dime? Arlene Liscinsky asked can we add a recommendation or an amendment the motion saying that the motion go forward with the recommendations made by the Chairman going forward, upon review. Will that help suffice, with your final review to make sure that the changes are incorporated? Chairman Davis said that just because he stated these I wasn't selling them here. I was just asking if they considered or thought of. What I didn't understand I asked to get clarity. Just like I did last time, I gave

my questions to Tracey. I didn't keep a copy of them and I am not going audit her. I said put these in where you believe they are appropriate there were misspellings and some things that had to be changed. I knew that she would get to those. Again I will say I would go with a lighter version and as long as Chris and his team considered these notes and if they needed clarity on something that I stated he can call me and incorporate where it is appropriate. Allan Cameron said that you don't want to see it again. Chairman Davis said that he didn't want to see it again. John Angalce said that he didn't hear a lot of technical question he heard a lot of business questions. Bob Gesullo said that they questions that you had and the questions that we are not going to hear now, that you have every right to be satisfied with this, but all I am saying is to extend and shorten your time if you want to give those questions to me and if I can spend sometime with you separately to give those answers and then back to you and then if you are satisfied then we can move forward. I think they are good questions. Chairman Davis said that the question is timing. Arlene Liscinsky said that she has enough confidence to put her trust in your expertise, as long as we can move forward. I would like to make a friendly amendment to the motion if you would accept it that Michael's concerns and recommendation and request for changes be incorporated in that bid spec. Cathy Araujo said that she doesn't think we need that because this is draft. Anything that Michael brought up today, if it was question it was answered or it was one that was acknowledged that needs to be changed and if Michael will give these questions to Chris and let Chris and Tracey go over them. They can incorporate them or respond to him. Allan Cameron said that he didn't want a response. Just incorporate them and put the bid spec out. Cathy Araujo asked if there is a question on there that they feel is already addressed to you want to know for your comfort level. Chairman Davis said no. Allan Cameron asked if Chairman Davis felt we were 99.9% there. Chairman Davis said that he is a fast learner and he has learned that if he doesn't he might read about himself in the paper and hear about corporate mentality slowing it up. I have learned from the past on what occurs if I ask for greater clarity if I do want to get back involved with this and I don't like the impact that I received for those question. So I've learned I don't want to go through that again. So I am just say let it go. John Anglace said how many times are you going to scold us, how many times do I have to set here and take a beating. Chairman Davis said that is why I am accepting it; I am giving you information on why I am accepting it. Cathy Araujo said that she calls the question. Chairman Davis said that we will go around the table and state our vote. He asked Allan Cameron to reread the motion. Allan Cameron read the motion consideration of the committee to adopt the draft bid specification, submitted at the January 12, 2007 meeting and updated with input from the Committee Chairman, for approximately 381 thin clients (Citrix) and approximately 119 thick client (Windows) devices and associated network infrastructure components, for referral to the City's Purchasing Agent to be publicly advertised. John Anglace said that the motion should be amended to state move to adopt and then it is a positive statement. Allan Cameron said that he accepts the amendment and Cathy Araujo said that she accepted the amendment. Chairman Davis called for a vote.

Cathy Araujo – yes

Lou Marusic – yes

Ramesh Wadhvani – no, he would like to wait for the revision and when there are not so many holes in the spec.

Arlene Liscinsky – yes  
Allan Cameron – yes  
John Anglace – yes  
Michael Davis – abstained

The vote was passed 5 to 1 with 1 abstention.

Allan Cameron asked Chairman Davis if he would be available for the meeting on February 9<sup>th</sup> and he said that he would not be available. Allan Cameron asked Ramesh Wadhvani if he would be available and he said that he would not. Allan Cameron said that we would not have quorum for the meeting so the meeting will be canceled and our next meeting will be February 23<sup>rd</sup>.

Michael Davis and Ramesh Wadhvani left the meeting at 10:00 A.M.

Vice Chairman Cameron called a recess at 10:00 A.M.

Vice Chairman Cameron called the meeting back to order at 10:15 A.M.

**Agenda Item#4 Review of Need for Technology Consultant**

John Anglace said that we put this item on the agenda and very consciously used the word review of need for a technology consultant. This may lead somewhere and this may not. If we need to take an action and put a motion on the floor we can do so. If you go back in our previous meetings and you look at the history of our committee and you compare us to other committees we are trying to do everything that has to be done ourselves with the members of this committee. We don't have time to do it. We are not working full time for the City we here and we are able to give sometimes 2 hours a week to this committee. The work of this committee should be not to look at every detail let's hire a consultant to do those details. Our job is to make the decisions our job is to decide when information is presented to us. This gets so technical and so deep that it just takes too much time. Now the time with the consultant and the staff can be spent during the week and when we have the meetings we come here and we make decisions. I just want you to know that I have gone back through the minutes and our Chairman has called for a consultant, Real has called for a consultant and right on down the line. Now some things were put out on the table, there were comments made about our overall plan. Generically the way that I see it and I think the way the public see it, we have a mandate in front of us we didn't develop this mandate, but not only does the mandate have to be met for legal reasons but it is going to benefit the school population in the long run. We have a deadline target that we have to meet. We have committed to meet that target and the population is looking and saying what you are doing, how you are making out. They see it all together different then we do. They see it different then the in depth technical people. They don't understand the servers or how many servers. They want to see us working together and doing what we have to do to get the job done. They don't want to see the petty arguments back and forth. They just want to know that you are getting the job done and that everything is on track. They come to us and say how do you feel are you on track. They question the members

of this committee, all of us. We have a responsibility to meet this. We have to work smarter we are not getting the job done in a timely fashion. We are not comfortable in the way that we are going about doing this and that is because we are trying to put too much in depth time that we don't have. We have to recognize that. One of the things that Mike has suggested that is we could get a qualified technical person on the committee would be fine, if not we should go outside Citrix consultant. Steven Dellinger-Pate said that I know that is what he said but that is a limited consultant. Just by suggestion when you talk about a technology consultant as a broad picture. You have heard the statements made that we don't have a plan and we have argued that point back and forth. This is the first time that I have been able to get something, pass it out and make it part of the minutes. John Anglace gave a hand out from a report that was submitted by Real Lavigne. (A copy of the hand out is included in the attachments.) This is Real's suggested plan that I think that it might have merit. Steven Dellinger-Pate asked if this is the first time we have ever seen it. John Anglace said yes it is. There are some very valid points in here. I share it with you because it is a sense of direction. It is not talking about the details of one purchase it is talking about a direction for the committee and I don't remember seeing it before. Cathy Araujo said that she doesn't remember seeing before but we have the gant chart and that is our direction. This one starts out with Real's thoughts were that you bought nothing through out the whole system until everything has been fully tested for Citrix. That is exactly what he is saying here, fully test all the schools. He thought we should put the grade schools on hold because they just got laptops and not replace any of the old equipment that is there. That is why what we worked on the gant chart for that is our plan I don't understand why we would need to go back. John Anglace said to look at item number 2, use the suggestions from a consultant. Now you have the suggestion from the Chairman and Real, who is no longer on the committee he has resigned. For me it bolsters the case that we need a consultant and we can form a committee to pick the consultant. Lou Marusic said that we have 3 building committees, this is one of three and two have an IT Consultant and we are asking for a third. Does that make sense? Why don't we take a look at the two that are out there and maybe select one out of the group and have one cover all three of us or have no more than two come involved. Between these two firms there has to be someone in there that has an understanding of Citrix. Cathy Araujo said that those two have educational backgrounds. Lou Marusic suggests that we have a sub-committee and interview the two consultants and find out what is going on and we might be just a sub set of one of those committees. Bob Gesullo asked Chris Adams is they wanted a consultant. Chris Adams said that a lot of the work that a consultant would do we have already done, but it might be good to bounce off ideas. Bob Gesullo said that there are bigger issues here that need to be resolved. Put everything aside, just look at the technical dialogue that was here, I thought was a healthy one for you. I thought they were very small but could become much bigger after the fact. I don't believe that it belongs here, that should have happened before you came to this meeting. I really believe that you get the technology that you deserve. If you have a competent staff and I am clearly satisfied with the three that I have met so far, they clearly represent the state of the art out there, but if this committee's job is to use the money wisely with the state of the art that was brought here. The state of the art of the intelligence of your group that is what you are going to get. Once you buy it you have to implement it. I don't believe that is the board's problem. I don't believe the board should ask how you are going to do

this. I like what he wrote but the Board of Education does this. The Board of Education is the one that is going to implement this. I don't care about it, but maybe I am wrong about this and this board is broader than that. This board is not going to move forward if we are going to handle everyone else's job. All I see that board to do is you got this money, you came to us you said that here is the technology that I want. I think it is a good idea to have a head check. The only thing that I am afraid about a consultant is that he is going to have someone else to talk with. Lou Marusic said that he would like to recommend a sub-committee of two Finance Directors and the Chairman of this committee interview a consultant and one of the first requirements that I have for the consultant is to prepare bid specs. Bob Gesullo said that he thinks that you are almost there. Lorraine Rossner said with this bid spec but there are others. John Anglace said that I believe that we need a consultant I don't think that we should make any decisions without our Chairman here. I think that we needed to buy into this and talking about this and getting everything will help us move ahead and help Mike and Ramesh see what we have discussed. Tim Walsh said that Lou suggested that we established a sub-committee with Michael's approval of Allan, Lou and Michael. Lou Marusic said that we want the Chairman to get this and to move in the right direction with the proper consultant. All the questions that I heard today had to do with the finiteness of the specification. The consultant would remove the whole issue and we don't have to go back and forth. Tim Walsh said that the sub-committee would take it out of this big committee. Bob Gesullo said that he thinks that you are going to get another body for dialogue unless Michael hand picked the consultant and he thought like Michael. That might not be a bad idea if you can actually find that person and sit him down in front of these three or four and iron that out and bring it back to the committee. I don't think that is going to happen. John Anglace said that we do need to help the staff develop the specs. Steven Dellinger-Pate said that we did make the conscious decision to go ahead and talk to those consultants because they are part of technology in the district about this spec. So that is one way that we have already brought in the consultants that we have on this. They did add some value to our spec. Looking at the supplier side they gave us suggestions. We are to a point now, we talked to a lot of people to put the plan together and so a consultant if you choose one is either going to come in and change the plan or they are going to enhance the plan. Tim Walsh said that we have requirements from the State Board of Education. Arlene Liscinsky said that there is a plan out there. I know Real's frustration was that he wanted a plan. Well we have many plans on the table it is just a plan conforms to his thinking. Lorraine Rossner said that we don't want to confuse a plan with a rollout and I think that is honestly and truly what was going on. It was the physical equipment going out to the schools. Arlene Liscinsky said that with the Board of Education there is a fine line and you have to have confidence in the people that you are employing that they know what they are doing. Otherwise you don't employ them. There was a plan in place. We have a generic plan that we are mandated and we also have mandates in 2008 and in 2010 that we have to meet and I think that there is a basic a foundation of a plan that the Board of Education has put forward for many years. This committee I keep saying came about because of that. Every year we would put \$300,000 - \$400,000 in a budget and it got knocked out, it got put into capital and it got knocked out and we went back and forth. The result of this was a very laborious process. I know that we are going forward. We are a lot further then we have ever been before. My sense is that maybe you can tap into the resources of the consultants that are working with the 5/6

school and the high school with out having to create a whole new plan. Steven Dellinger-Pate said that we could ask one of those consultants to write a bid for us and we could ask them what it would cost to write the bid. Lorraine Rossner said that these two consultants are very familiar with the education. John Anglace said that unfortunately we can't just say as a committee to do this. We have to do a request for qualifications, talk to everybody who is interested and then you choose who you want and you negotiate a price. When we have something like these specs to review and you want to use that consultant we engage him to do that. We engage him by the project or the hour. Tim Walsh said that he is afraid how long that process would take and the Chairman would put a stop on anything else. John Anglace said that the Board of Education has to be patient, some of these things might expedite things as appose to hold them up. Tim Walsh said that we send packets out and ask the board members to review it before the meeting.

End of Tape 2 Side 1

Cathy Araujo said that we have already voted on this spec and this is going to go forward. If we come up with an RFQ for a consultant and everyone is satisfied by the time that we the interviewing process and choose a consultant it might be just in time for these bid results to be coming back so we could use the consultant to help review the bid results. John Anglace said after the selection of the consultant we can use him whenever we deem it appropriate, we spend the money when we have to. Allan Cameron said that one of the things that I see that a consultant could help us with and we have agreed that our goal is to try to implement Citrix throughout the system as quickly as we can. The limitation that we have on being able to do that is that we can't satisfy ourselves yet that Citrix is going to support all the applications and the high school and the intermediate school and we know that we have a long road ahead to do the testing ourselves especially with the high school applications because we know that we have half year courses that aren't going to kick in until next year. Perhaps if we were to hire a consultant that has literacy in Citrix we could use that person to expedite that process and that is something that I could see as being a tremendous help to this committee. John Anglace said that is what has been suggested by the Chairman and Real, that you have a consultant that has expertise in Citrix, because we are committed to that. Tim Walsh that he has no major problems as long as it is done expeditiously and I think that Robin is concerned because our people are sitting here meeting after meeting. They are sitting here versus that they could be at the Tech Center meeting with a consultant. Allan Cameron said that was what he was thinking how we could work this thing, Steven and Tracey worked real hard to develop a testing protocol for the elementary schools. They actually developed metrics and went out and met with various teachers and various locations to see if it was supporting the software and is it acceptable for the students. They started from scratch we hadn't used Citrix before. So in order to compare what Citrix could support compared to the thick client we had to make sure that Citrix could everything that a thick client could do so that we wouldn't loose anything in the translation. They had to devise the test and metrics from scratch. We are in the same situation at the high school and intermediate school, perhaps if there is somebody out there that has the expertise to do that so that these guys in addition to being the Network Engineer for the whole system and trying to keep the up time up and the Math/Technology Supervisor for the district, maybe we could find someone with that same

skill set. Tim Walsh said that he doesn't disagree with that but I am talking about is that going to take time away from what the committee has to do. Arlene Liscinsky said will everyone on the committee value the opinion of the consultant when they are engaged or will we be second guessing the technology consultant. Cathy Araujo said that you have to take a leap of faith. We tend to take that leap of faith with our own staff when they do the bid spec and we go over it that comments that were made in general, we know that you are going to get the product back based on what you put into it. We have faith in their expertise, now that doesn't mean that there is no reason why Michael and Ramesh can't question that when they have questions. Even when we have a consultant we all should take a leap of faith and say that we are going to trust the consultant and no continue to go through this same analytical process. John Anglace said that we have to think long term. Down the road you are going to need somebody to build a relationship with us. When we need him the committee can utilize him. I don't think that we should make this decision today I think that we should give the Chairman and Ramesh a chance to review it because they are positive, their suggestive have been positive and Michael and Real have suggested a consultant and I think they have some good reason for it. Tim Walsh said that they don't seem to be able to follow that we have to develop an RPF for proposals. That is a hindrance that you have in the public sector. I don't know if you want Michael alone to make that suggestion that is a gamble. John Anglace said that we can continue this discussion at the next meeting. I think it will expedite our business and the Chairman definitely has to be a member of the selection committee, Lou should be a member and Al. If they want to purpose something different we should listen. Lou Marusic said that there may not be someone out there that could be of help. We don't want someone who is going to bog us down. Bob Gesullo said that we shouldn't hire a consultant unless the tech staff says we should. If they are limited and you need the help that sometimes happens, but there is a point in time when you shoot the engineer and make a decision and I think that is where you are. You have to have some confidence in your team knowing that there are some unanswered questions, knowing that everything that you do has a risk. You follow the path and this is where it got you if it doesn't work then you can blame each other. Some where along the line you have to move forward because that is contagious and the opposite of it is also contagious. I hope he doesn't think that I insulted him when I said that he is a tax guy. He is a very detailed guy and I am not that guy. I need a guy like him to take it forward. If you inject another body in here you can have technical conflict. When the stuff starts coming in and there is a mistake you will fix it. In tax law you can't do that you have to cross every t and dot every i and thank God for every one of them. It is the technical staff that should be coming forward saying that we need that. I really wish Michael would do it whatever the issues are behind it. It maybe justified I don't know that. I can't make that decision, I really wish that he would make that decision because he certainly is capable of doing it, but he needs an audience to do it. I think we need a sub-committee to knock it out and then we move forward, this should be an executive committee.

Vice Chairman Cameron said that we will not be able to get a quorum for the meeting on February 9<sup>th</sup> and it is canceled and he asked that Chrissy Johnston send the notification out. Our next regular meeting will be February 23<sup>rd</sup> at 8:00 A.M.

Vice Chairman Cameron asked for a motion to adjourn.

**Agenda Item #5 Adjournment**

John Anglace moved to adjourn the meeting and Cathy Araujo seconded the motion. A vote was taken and passed 5-0.

Vice Chairman Cameron adjourned the meeting at 11:00 A.M.

Respectfully Submitted,

Christine Johnston  
Recording Secretary

\*Tapes and attachments are on file at the City Hall Town Clerk's Office. Attachments are not included with minutes on website.