

January 12, 2007
Board of Education Central Office
382 Long Hill Avenue
Shelton, CT 06484

Present: Michael Davis
John Anglace
Ramesh Wadhvani
Allan Cameron
Cathy Araujo
Lou Marusic

Absent: Arlene Liscinsky

Ex-Officio: Tracey Adkins
Tim Walsh
Robin Willink
Lorraine Rossner

Guest: Mayor Mark Lauretti
Martin Coughlin, Shelton High School Renovation Building Committee
Sean Sullivan, Chairman Upper Elementary 5/6 Building Committee
Don Sheehy, Technology Chairman Upper Elementary 5/6 Building Committee
Carla Sullivan, Board of Education

Agenda Item #1 Call to Order

Chairman Davis called the meeting to order at 7:44 A.M.

Agenda Item #2 Pledge of Allegiance

Pledge of Allegiance was recited.

Roll Call

Michael Davis, John Anglace, Lou Marusic, Catherine Araujo and Allan Cameron
Robin Willink, Superintendent of Schools, Marty Coughlin, Shelton High School
Renovation Building Committee, Tim Walsh, Chairman of the Board of Education & Ex-
Officio Tracey Adkins, Director of Technology & Ex-Officio, Lorraine Rossner, Assistant
Superintendent of Schools & Ex-Officio, Pat Dowdy, Shelton High School PTSO Nadine
Howard, Shelton High School PTSO, Mrs. Jubyna Shelton High School PTSO, Don
Ramia, Headmaster, Shelton High School, Sean Sullivan, Chairman Upper Elementary
5/6 Building Committee, Don Sheehy, Technology Chairman Upper Elementary 5/6
Building Committee, Dave Hutchins & Clayton Boras of CDWG

Motion

John Anglace moved to have item number 8 of the agenda Ongoing Building Committee Issues to item 3A on the agenda. Allan Cameron seconded the motion. A vote was taken. The vote was passed 5-0.

Agenda Item #3Public Portion

Nadine Howard, President, Shelton High School PTSO. Recently she attended a Board of Education meeting and read a letter, now she is reading the letter for this committee. (A copy of the letter is included in the attachments.)

Shelton High School Parent Teacher Student Organization
120 Meadow Street Shelton, CT 06484

January 12, 2007

Mr. Michael Davis
Chairman
Shelton Board of Education Technology Building Committee
382 Long Hill Avenue
Shelton, CT 06484

Dear Mr. Davis and Members of the Shelton BOB Technology Building Committee,

The Shelton High School Parent Teacher Student Organization (PTSO) Executive Board has reviewed the Shelton school system's technology plan and we are aware of the influx of computers scheduled to arrive in 2007/2008. The use of these computers is for a specific need with regards to the Connecticut Academic Performance Test (CAPT). The Shelton High School PTSO Executive Board has immediate concerns for the needs of the seventeen hundred students currently enrolled at Shelton High School.

System-wide major strides have been made in the area of technology. Each of the elementary schools has been equipped with forty-eight laptop computers on two separate carts. In addition, Shelton Intermediate School is equally equipped with state of the art technology. We are very pleased with the growth of technology at these levels. However, the high school still remains with the largest population and the least amount of adequate and appropriate technology equipment to service the needs for the amount of students and staff at the high school. The current needs of the high school should be addressed at this present time. Students and staff are unable to give effective presentations and lessons due to the lack of computers and other technology equipment. This is not acceptable in today's age of technology. To adequately prepare our children for the future, Shelton High School needs to be the focus of concern now with regards to technology. To our knowledge, the Shelton High School Renovation Plan does not address the need for technology in the high school. With this in mind, the Shelton High School PTSO Executive Board requests a review of the high school's computers and technology equipment.

We would appreciate a plan to rectify this situation and look forward to your immediate attention to this matter. Our students, their education and future, are our utmost concern. Thank you in advance for your cooperation.

Sincerely,
Shelton High School PTSO Executive Board

Chairman Davis asked if Nadine Howard saw the Gant Chart and Nadine Howard said she has not seen it. Chairman Davis said that is public record and he would like her to review it and give her opinion. Also, Chairman Davis said he agreed with Nadine's statements 100%. Chairman Davis also said he wished there was money in the high school building budget.

Clayton Boras of CDWG K-12 Representative, He is here today to offer assistance along with David Hutchins in the ongoing laptop initiative and mobile classroom roll out for Shelton High School. Last year, 2006, CDWG participated in an RFP and provided the school system with approximately 288 laptops and carts as part of the mobile classroom initiative. The rollout was success and we have taken in two additional orders for laptops. The reason he is here today to discuss the additional 90 laptops and discuss in terms of the pricing and questions on the roll out. He took part in conversation last year with Allan Cameron, Lou Marusic and Cathy Araujo in terms of the on going price and concerns with the additional 90 laptops that were in task to be ordered for the next phase of this roll out. We had a good quality conversation in terms of the pricing that was received. This board did an outstanding job in negotiating an excellent price last year. The price that was given was part of the initial roll out and forward looking so that we could provide those units. Are there any questions from the board? CDWG is a seven billion dollar company and our purchasing group in our company had two main focuses, one is to make sure that the partners that we work with give us the best possible prices in the industry. Lou, Cathy, Al and I discussed a significant price reduction of 15-20% in those units and in my conversation with Hewlett Packard at no point as we as a company realized any cost reduction in those units. If there had been any cost reduction I would have been happy to discuss that with the school system and this board. It would be in our best interest to help pass along the savings.

Ramesh Wadhwani arrived at 8:10A.M. and Mayor Mark Lauretti arrived at 8:15 A.M.

Clayton Boras then continued that the pricing given in the RFP were aggressive and forward looking. They have not realized any cost reductions in the units from the manufacturer. Chairman Davis said he negotiated the pricing with CDWG in June for the laptops and that we had a large sum of money and it would be in the best interest of CDWG to give us the best price and they did. It was very much appreciated and we recognize that was a very low price. It was rewarding to know that their price has not dropped in six months. Why with Vista coming out in a month or two, and why certain manufacturers are discounting their chips and why AMD had to drop their prices any where from 20-40% on processors. Reports came out today and they are about one hundred and fifty million less than where they were expected to be and part of that is price reduction. Why isn't HP dropping their prices? Clayton Boras said that he couldn't comment on any other manufacturers on the specific components of their

prices. Hewlett Packard when pricing this out for not only the initial order but looking forward and addressing not only the initial units but the relationship going forward and priced that accordingly. The price was a much lower cost to build a relationship with the Shelton Board of Education and CDWG. Chairman Davis said that he wants to secure that the City is getting the best possible price, because every dollar that is saved adds up to an additional laptop, PC or LCD projector. Clayton Boras said that early on that they were able to supply a great machine at a very good price, due to the negotiations early on. Due to those negotiations we went to bat with HP to get the aggressive pricing. We haven't seen any cost reduction. We are passing along the exact same pricing. Lou Marusic added that with AMD use to be the price cost leader and they fell behind Intel with the core two duo. Intel took the leads in less usage of electricity and better performance. AMD is now second in line; Intel has over taken in prices. Chairman Davis said that is a correct statement, but not on the chip that we are in pursuit of. AMD does make a comparable chip. Lou Marusic said that the chip that they just gave us which is an improvement in technology over the core duo has 140 million more transistors, L2 Cache was double from 2 MHz to 4 MHz and increase performance between those was an average 5 -15% increase for the same price. That is testimony to what they have and that is why the price didn't go up. Clayton Boras said that he is not only here to talk about the RFP, but help support the ongoing technology initiative. If there are any questions, if we can be that trusted advisor, we are here in Shelton. We want to be here for your other needs not just the purchases, but questions, concept planning and technology planning at the high school. There are people on our side that can help in that planning process. We have a lot of capabilities that go beyond the mobile classroom rollouts or Citrix thin clients. If we can help fulfill those needs or concepts for you we would like to you know that we are here for you. Ramesh Wadhvani said that CDWG did a great job with the pricing, but that price was achieved through the "Big Deal" program and would like that explained for the committee. Clayton Boras said that Hewlett Packard gave us the "Big Deal" price for the Shelton Board of Education. Ramesh Wadhvani asked how does the "Big Deal" work. Clayton Boras said that CDWG as a reseller went to Hewlett Packard based on scope of the initial deal and ongoing relationship. Chairman Davis said how we make sure we get the "Big Deal" every time we buy. Clayton Boras said that it is based on the scope of the project and HP would give a "Big Deal" for 10 units. We went to HP and spoke about the opportunity from the initial order. Chairman Davis asked who decides if it is a "Big Deal". Clayton Boras said that HP will approve the "Big Deal". Chairman Davis asked who requests the "Big Deal". Clayton Boras said the CDWG will discuss the opportunity with HP and HP will make the determination to offer the "Big Deal". Ramesh Wadhvani asked if HP would call the school system to confirm the order. Clayton Boras said no, the order would prove that. Ramesh Wadhvani said that in the initial conversation there is nothing to confirm that order. Clayton Boras said that they are the largest reseller for HP in North America. Ramesh Wadhvani said that HP has many distributors and they gave the "Big Deal" to you and all the other vendors are disqualified going into the bid process, because no one else would be able to get the low price that you have. Is the "Big Deal" given to all distributors or just to you and no one else? Cathy Araujo said that the way she understands it is that when you are responding to a bid or an RFP then you would go to HP and discuss the opportunity that you want to bid on. Clayton Boras said that in theory yes, in many cases with a school system the needs of the school system are discussed before the RFP is every released. What we try to do is talk to the school district and then we explore and try to find the

vendor that will best suit your needs. Chairman Davis said that how do we get the units sooner. If someone has a "Big Deal" agreement, that means we get a bigger savings then going to someone else. Can the "Big Deal" be given to someone else? Clayton Boras said that he would have to talk to HP on that. Cathy Araujo said that she believe that what ever vendor we decide to work with they would know how to approach their vendor for a "Big Deal". Chairman Davis said that in the future when we have a bid from vendors we should ask if the pricing is coming out of a "Big Deal". Mayor Lauretti asked what we are paying per unit. Clayton Boras said that it is \$834.00. Robin Willink asked that during discussions with Allan, Cathy and Lou you were able to offer a better machine at the same price. Clayton Boras said yes it is the next level. Nadine Howard said what is the issue, you went out and negotiated and you said that you got the best price and now you are going back again, what is the problem. The system is lagging especially at the high school level. It seems that you are back pedaling. Chairman Davis said that we have an obligation when 6 months goes by to make sure that we still have the best price. When we wanted to expand the number of laptops at the elementary schools only a month had gone by so we were comfortable with the pricing. With this purchase for the high school 6 months had gone by and we wanted to make sure that is still the best price. Nadine Howard said that you can do that for a very long time. You can sit and wait for things to go down. Six months have gone by. Chairman Davis said that we are not waiting. They first heard of this request in October and that is when we put a team together to talk to CDWG. We sent the 3 people that purchase for the City to talk to CDWG. It is up to them that are familiar with how we buy in this City to execute. Nadine Howard said that you already have an aggressive deal I don't understand what the wait is. Ramesh Wadhvani said that it is the responsibility of the board to make sure that we are getting the best price. Due to the falling prices of other manufacturers, prices have dropped on the processors. We can get prices \$100.00 per machine lower then what they are offering. That is a savings of \$9000.00. Nadine Howard said that she voted for the referendum and time has gone by and we are still waiting. Chairman Davis said that understand her point and he would like to see more. Tim Walsh said that Chairman Davis did an excellent job negotiating this price, when we came back you appointed a sub-committee to verify that price. They called several other vendors to try and negotiate and this price was the best that they had. Chairman Davis said that was good and he motioned for approval of the purchase. Tim Walsh said that that vote should stand, that is up to the Mayor. Chairman Davis said that he has not heard a motion to say lets get them. Cathy Araujo said that they motion was made and approved on the 15th of December. Ramesh Wadhvani said that logistically the specs are not the same and you have to go for re-bid. Cathy Araujo said that the specs are not different, they offered us a higher quality machine and if we say to CWDG nice offer but we don't want the high quality machine and they will give us the original machine. Ramesh Wadhvani said that the specs are different now. Cathy Araujo said that specs are not different the vendor offered. The vendor who has won the bid offered a better machine. Accepting the better machine on behalf of the school system messes with the bid so that we can't go forward, I am sure that CDWG will give us the original machine. Allan Cameron said that we went to five different vendors and we said that we may place an order for 90 laptops and we asked them to send us back their best price. The closest price we got back was \$17.00 more then the price we have with CDWG. It was not a formal bid; the specs were faxed out to see what we would get back. We were advised by Michael and Ramesh at the December 1st meeting that the prices have dropped and we would be paying too much for the units. Chairman Davis

said that he asked if Robin supported the fact that we would be paying a slight premium on the machines. Allan Cameron said that we changed the motion to include "a price not to exceed" and then we appointed you (Chairman Davis) to be the negotiating committee because you have done the negotiations and have done a great job because of your business you couldn't do it. Then we appointed ourselves to be the negotiating committee. We went to CDWG and offered them a lower price stating that the committee may purchase 90 laptops if the price is right. After repeated tries we realized that they were not going to be changing the price, but they did offer to update the processor. We got bids back representing Lenovo, Toshiba and Dell. The closet one was \$17.00 more then what we have. The evidence that this committee is paying too much just isn't there. Chairman Davis said that is what we want to hear. Allan Cameron said that we gave this information at the December 15th meeting and as a result of this the committee made a vote and the vote said to purchase the computers. Chairman Davis asked if the computers were purchased. Allan Cameron said that we gave the City the information to cut the purchased order and the purchased order has not been issued. Lou Marusic said that the purchase order is in the purchasing department awaiting the outcome of this meeting at my request. John Anglace said that the committee voted to purchase, the purchase order is on the Mayor's desk. When we leave this meeting today that purchase order should be signed and sent out. We extended the courtesy to discuss whether or not we got the best price. When I say extend the courtesy, it was questioned by Ramesh and Michael that they wanted to be sure. We are sure. If you don't think that we go the best price then present the evidence. We are on target. We are not behind anywhere. If we want to change what we are buying them we have to go out and re-bid. Counsel says that we can accept a better quality offer then what was bid. Council says that we can accept a better quality as long as we feel as a committee that is suits our purposes and it does. Ramesh Wadhwani said that IBM is also a very recognized name as of today IBM will be willing to give us at the same specs and processor a price of \$775.00. This is without negotiating. That is the reason we are discussing here. Allan Cameron asked who the vendor would be. Tim Walsh said that there is a serious concern among many people among this community about your presence (Ramesh Wadhwani) on this committee. You are a very intelligent man and I know that you know that. Ramesh Wadhwani said that it is his responsibility as a board member to find out what the prices would be. I am in the business and I wanted to check. Cathy Araujo asked for a point of order. Chairman Davis said that he would like to discuss this further. Cathy Araujo said that it is also agenda item number 5. Chairman Davis then asked if anyone else would like to speak. Robin Willink asked Clayton Boras of CDWG if the price that they offered us was a very reasonable price. Clayton Boras said that this is a very reasonable price. That manufacturer maybe looking at it the same way that HP looked at it, to give an aggressive price and build a relationship. Our goal is to support Tracey and her staff to have the same manufacturer so that her staff can support it. If there are other manufacturers that you would like to entertain then we would look into that. Allan Cameron said that when he went out to five distributors, I got back a price higher then you gave us. Ramesh has told us that he can offer us a price that is \$50.00 less then thiers. Clayton Boras said that he could not comment on someone else's conversation with a manufacturer, he could only comment on their relationship with their vendor. Allan Cameron said can you buy Lenovo. Dave Hutchins of CDWG said that they have enormous leverage with Lenovo as well. Allan Cameron asked if they would be able to get \$775.00 as well. Dave Hutchins said that they would have to talk to Lenovo. Robin

Willink said that we really need to move forward with this. Chrissy has a son as the high school and stated that she is here at every meeting listening but is wondering about her son is he is going to be passed over and we need to move on. Don Ramia, Headmaster Shelton High School said that the financial part of this he is not involved with. There are two graduating classes that are not going to receive any benefit from this committee. The high school is going through a renovation that is going to go through 2008. It will start next Friday. Two labs will be shut down. I was anticipating having those 90 computers and now it doesn't look like we are going to have them. The business classes and computer sciences classes will be affected. I am told to keep the CAPT scores and boards up and we keep being handicapped. As an educator I hope that we can get this going and we can get the 90 and maybe another 190 as soon as possible. Chairman Davis said that this committee didn't know about this need until October, or didn't address this until October. I wish we had known earlier, we were buying laptops already and we could have just added that to the list. We would be discussing a different item. It is about what we are not discussing today that would be a purchase that we are going to making later. I am hoping from both building committees to let us know as soon as possible, so we can address this sooner. It does not erase that these children are not going to have computers and I am not looking to point blame. I am stating this in a constructive way for next time. I asked Robin in November if we are willing to accept the fact that we are paying a premium. You are given a price and then you go in any negotiate a lower price.

End of Tape 1 Side 1

Tim Walsh said that there was a deficit in the number of computers that we had for our kids. Chairman Davis helped advocate the bond issue which was passed. The biggest thing we sold on that bond issue was that we are 7 to 1 and the state is 4 to 1. That is the biggest thing. At this point, this committee, it has been voted and we should proceed. It is in City Hall and we should urge City Hall to go forward with this. Tim Walsh asked the representatives of CDWG how long it would take to deliver the computers. Dave Hutchins said that they would expedite the order. They are very clear about the importance of this account. Tim Walsh then added that the longer we go the more kids are missing out on the opportunity. We really didn't know the schedule of the reconstruction and what rooms would be done away with and that has developed. A week from now House 1 will be moving down stairs and that means that they will be loosing couple of labs. By putting these on we make every room a computer lab. Chairman Davis asked Clayton Boras to let Tracey know when the delivery will be. Carla Sullivan said that she is uncomfortable with stating that this is an emergency and putting the Superintendent in the position saying that she is willing to pay a premium. We would not have gone out for referendum if we weren't in a desperate need for computers through out the district. I pulled the SSP for our district and we are out of whack. We need the computers in every school. I know that you have done a lot of work before you became a building committee; the needs were there and in every school. We need them now. Chairman Davis said that he agrees and we are looking for the Board of Education to direct us with their plan. We worked on the elementary schools. Carla Sullivan said that the Board of Education would take what ever this committee is willing to give. Chairman Davis said that this committee is trying to expedite the request. The next request we will go out for a bid. Allan Cameron said that we would no longer use RFP, but we would go for a sealed bid. Mrs. Jubyna asked

who is your representative from the high school and elementary schools? There seems to be a need at the high school that was not known. Tim Walsh said that we have Robin Willink and Lorraine Rossner. Robin Willink added that we have Steven Dellinger-Pate, Supervisor of Math/Technology and Tracey Adkins, Director of Technology. The construction schedule changed and we were informed.

Chairman Davis then closed the public portion.

Ramesh Wadhvani left the meeting at 8:45 A.M.

Agenda Item # 3A Ongoing Building Committee Issues

Shelton High School Renovation Building Committee

Marty Coughlin, Shelton High School Renovation Building Committee handed out a summary of the technology and security work at Shelton High School. (A copy of the hand out is included in the attachments.) We went out to referendum to renovate to address the needs at the high school. Those needs were generally defined that the roof needed to be repaired. Secondly we were charged with addressing the needs and requirements set by the evaluation committee who came and looked at the high school. They came back with approximately 10 serious recommendations that we needed to address in this process. The heating and air conditioning needed to be improved, deficiency in the science labs and gender insensitive locker rooms. The referendum for 25 million dollars was passed, we then developed a plan to implement as many as the recommendations as possible. Through the work of Fletcher Thompson and Fusco we reviewed the requests from the high school staff and the Board of Education. At first the budget came out 7-9 million over the budget. The budget is down and we are under the 25 million. The building committee definitions of technology is much broader than this committee definition. It is much more expansive than the view of this committee that focuses on computers and computer technology. We spoke with Fletcher Thompson and asked them to draft up an official strategic statement on what we consider technology and what we are going to do for the high school. We can then make sure that the infrastructure that we are building is compatible. In general the technology component is basically cabling and systems.

Section 1 7200 Telecommunications and Data Wiring System:

- a. Category 6 station cabling for voice and data in the new portions of the project;
- b. Category 6 station cables for future wireless access points are provided throughout the school;
- c. Fiber optic backbone/distribution system;
- d. Copper voice backbone as required for the new locations;
- e. Extended warranty on the fiber optic and copper cabling
- f. Patch panels, jacks and related equipment and accessories to ensure complete cabling systems;

Fletcher Thompson said that this will handle all the current technology and the technology in the foreseeable future.

2. Section 17210 Security Systems:
 - a. Access control at the main doors to the school;
 - b. Power in a junction box at each of the other exterior doors to the school. This will allow the future installation of access control and/or related systems;
 - c. 12 cameras as a part of the CCTV system;
 - d. Related Digital Video Recording, monitoring equipment and related accessories;
 - e. Door entry system (door intercom with buzzer) at the main entrances; the front door (1 floor), bus entry doors (1a floor), rear entry doors by the gym and keypad entry access at the new addition and the loading dock.

The security systems there are 75 doors and most are easily opened or left open. There were concerns by the parents and the PTSO. The Mayor has stepped up on behalf of the City and indicated that they will take care of the front door system and the bus loop, outside of this budget. It is that important. We are in the process of getting final bids on that, hopefully in the next week or so. Mayor Lauretti said that he made that offer two years ago. Marty Coughlin said that they did go out for bid and no one bid and we have gone out several times. We had redefined the system. Mayor Lauretti said that there is another option that would have expedited this. I made the gesture because I feel that it is important. It is a little frustrating, not to be critical just frustrated. Tim Walsh said that one bid came back in excess around \$265,000.00 and Bill Banfe and committee rejected. Bill Banfe has asked Fusco and they believe now that there would be three bids coming in and he expects it to be much more realistic than that first bid. Mayor Lauretti said that the point that he is trying to emphasize with respect to that issue because of the ramification that it can cost that a waiver of the bids, bidding process probably would have been appropriate in this case and an across the table negotiations with our architects and vendors, would have been the way to go. Tim Walsh said that he couldn't agree more and that they all express their appreciation in what you said you were going to do and perhaps we didn't move as aggressively we should have. Marty Coughlin said that they didn't expect not to receive any bids back and when we got some bids back they were excessive. Mayor Lauretti said that appreciated that rather than just pushing it forward and getting it off the table. It is allowable in our charter. Marty Coughlin added that the second main item is aggressively upgrading our security system with outside cameras so that we will all feel sure that the security of the students and staff is met.

3. Section 16723 Public Address System:
 - a. A new public address system throughout the school;
4. Section 16745 Telephone System:
 - a. A new telephone system throughout the school.

In the last meeting of the building committee we discussed the questions the technology committee had raised with what is going to happen at the end of the project. They way the project has been bid we have a construction contingency that is controlled by Fusco and then the Board of Education. Fusco has guaranteed us a not to exceed price,

which means that if the building costs go over that price they have to eat it. We have competed 11% of the project. The contingency has been protected and Fusco holds on to that. We anticipate that they will not use that entire budget. The building committee voted that if there are monies left at the end and there are needs yet to be met, we will be glad to consider, by direction of the Board of Education or this committee that can identify needs that are allowed under the bonding. That we would be glad to consider using some of those unspent funds. That will be at least a year or so away. If there are any issues that this committee sees we will be glad to meet and make sure any disconnects are closed. Mayor Lauretti said that with this Technology Committee as he has done in the past with other committee in this issue of waiver of bids can be very productive and appropriate for some of these situations. Even to your point in this lengthy discussion on the price of the laptops. Sometimes in a negotiation gives the City a better deal and a better product that you don't get through the bidding process. So the charter accommodates those conditions, they just have to be exercised. Sometimes these committees don't understand or know that. I look at it as good business. I am always on the issue of the dollar. That is not going to change. I have kids in the system; there is no fire in the theater as far as I am concerned. We need to keep moving forward, I understand what you want to do, these are good things. The art of negotiation can be a very productive thing for us. Even if it requires a carve out from the referendum monies we can do that to some extent. We don't make it a practice. I encourage to everyone to stay within the confines of their approvals and budgets. We do that in Shelton and that is why we have a lot of success. There are a lot of other municipalities that do not. We enjoy success. It is consideration that you have to evaluate the needs on an ongoing basis. If there is a better price for laptops in the next go round, let's find a way to get it. If there isn't let's just keep moving. The same thing applies to some of these items Marty that you have listed here. If a carve out and different form of financing is in order we can look those things just like we did with the doors. More money into the equation makes everyone happy. It doesn't necessarily make me happy, but I want to get the best bang for the buck. I am willing to go a little bit more if that is the case. Tim Walsh said that one of the concerns that Michael had was being able to buy things out of the bond issue where we can get reimbursed in the neighborhood of 40%. Cathy Araujo said not at the high school it is a renovation. Tim Walsh then added that at the 5/6 school that maybe you can work something out that some of those dollars can be replaced from somewhere. Mayor Lauretti asked what school this was at. Tim Walsh said at the 5/6 school, that is a renovate like new and we can get money back, not for the high school it is a renovation, a different process. Chairman Davis asked that if the different process was also being explored what ever discount or reduction that we can get. Marty Coughlin said that we are in constant communication with Bill Banfe, Fletcher Thompson and the State Board of Education to see what they would approve and things that they would object. Chairman Davis said that if they could let us know if there is a purchase that would receive a discount or a credit of any kind, where someone else in the state is paying for part of our purchase. Marty Coughlin said that the Building Committee asked him to sit in on this committee meeting and keep the lines of communication open. Chairman Davis said that we should talk to K-12 CDWG as to what they are aware of other municipalities that have refurbished a high school and how they structured it and how they navigated through the state. They must have more experience in this then we do. Marty Coughlin said that at the last building committee meeting Bill Banfe was going to talk to Shipman and Goodwin as to areas that we could explore for obtaining funding. Sean Sullivan said

that Bill Banfe will be giving this information to other offices and committees. Chairman Davis said this is information that we are relying on the building committees to be familiar with that subject matter. Marty Coughlin said that the timeframe that they are working under might not mesh with this committee. Sean Sullivan said the wiring to the access point is covered under our project budget the actual access points are not. That is one of those things hopefully we will get in FF&E. We may find our selves in the same place as the elementary school with carts. We are hopeful and confident that Fusco will have enough in their construction contingency at the end of the project to release some of the funds to use for some of the infrastructure and computers. We won't know that at least a year from now. Mayor Lauretti asked what he meant by the access points. Sean Sullivan said that when you have a wireless infrastructure, there are a lot of wires in the walls and a box sitting on the wall and that is the wireless access point. We will have the wires to the locations to where the wireless access points go. We also have to wait to the end for the survey as to how many we actually need. If you buy them now for your house they are around \$40.00, but we are going to need a lot of them for the size of the high school. Chairman Davis asked that if we bought them through the building committee and not this committee would we be paying 68¢ on the dollar. Sean Sullivan said that he didn't know. Fletcher Thompson constantly goes back to the State Board of Education to see what our reimbursement will be. This is something that we should find out so that we don't have to pay \$20,000 instead of pay \$12,500. Chairman Davis asked that in the future that you state that you don't know that up front. Taking from the 2.5 when we could have taken from building committee and only paid 68¢ versus a dollar, it is the City's money. Sean Sullivan said that when the high school building committee is ready to purchase that stuff we will know what the contingency is how much we can redeploy. It is not going to happen for a while, but it is in the plan. Chairman Davis asked how much they have per each student in each of those budgets. Sean Sullivan said that for the 5/6 we will be talking about that in a minute. Chairman Davis asked if he had that information. Sean Sullivan said that he could do a quick division, but the 5/6 numbers are budgetary. They had their first schematic budget meeting with Fusco and we have a lot of work to do. Chairman Davis said that he would like to have input for CDWG on these matters. Mayor Lauretti said that in respect to the building committees as well as this committee. We rely on our paid professionals to test the market place for us and we should. There is nothing wrong with testing the professionals that are doing that for us. Sometimes they make mistakes, sometimes they back into a situation and sometimes they are motivated by their contract. That is the way it is, that is the business world. You can feel free to use some City personnel to cross reference the market if need be. I know that the Board of Education does it with their personnel. The conversation this morning gets a little contentious because of frustration, but sometimes it is healthy to go through the exercise even though we don't like it. They key is to keep moving forward. Chairman Davis asked Tracey Adkins if she had seen the Fletcher Thompson memo. Marty Coughlin said that it was not handed out until the building committee approved it. Chairman Davis said that he would wait for Tracey to get back to him with her input and how it is going to integrated into our Gant Chart. Sean Sullivan said that Tracey can go over to the trailer and look at the drawing as to where all the drops are.

Upper Elementary 5/6

Sean Sullivan, Chairman Upper Elementary 5/6 Building Committee

Sean Sullivan stated that they have been meeting since June and they contracted with Project Management Team as their technology consultant. Sean Sullivan then stated that Don Sheehy, Technology Chairman of the Upper Elementary 5/6 is here to answer questions that this committee may have. Don Sheehy stated that the model that they used is the same model that they used at the intermediate school. They hired a technology consultant who works for us. It creates an adversarial process between the architect and the technology consultant, the committee and the staff. It creates a lot of good dialogue which will result in a good product. We have 1.5 million in the technology budget and add to that \$75,000 for the telephone system, that is a 1.575 million and we have 1.6 million and change in FF&E. We define technology very broadly. It includes everything that Marty discussed, what this committee has discussed, but also includes the telephone, all security elements and the keying system. In addition the technology consultant is going to handle sound A-Z. All sound elements for the building. To address some of your concerns, you move through your hard costs and you put your budget together and as the project unfold and you go into your contingency. You ultimately go into your discretionary revenue. We don't know how much is going to be there at the end. We are trying to drive our numbers down now as hard as we can. Chairman Davis asked if the 1.5 and 1.6 plus the 75 are these all creditable items, will we be paying 68¢. Don Sheehy said as far he knows that they are all reimbursable. Sean Sullivan said that we are over space on the school, we have too much square footage, and part of the renovation will not be reimbursable at all. Chairman Davis said that it might 73¢ instead of 68¢. Sean Sullivan said that it might be \$1.00, if it is the last dollar we spend; we might not get reimbursed at all. The state allows a certain square footage for our configuration and because we are preserving both gyms and not doing any demolition we are over square footage by a couple of thousand feet. We are not going to be totally reimbursed for this project. Chairman Davis asked if someone is doing the math on not doing the demolition. Sean Sullivan said that Fletcher Thompson owns that. Chairman Davis said that when the discretionary spending requires reaching in for what seems to more important expenses and extract dollars from here, my question will be why you took the dollars from here where we would have received a credit did we sacrificed the credit to purchase something else. The citizens would have paid 60¢, now because of something else meeting the dollars that are creditable that goes out to fix something that is not, then we are going to have to buy from the 2.5 and we are asking the citizens of Shelton to pay a premium. Don Sheehy said that is discussed all the time. Chairman Davis said that he is asking that they think about it and act on it as best they can. Don Sheehy said that the budget has just place holders. Chairman Davis asked Tracey Adkins be in contact with the building committee to make sure that there aren't any disconnects. Cathy Araujo asked with the intermediate school building committee, based on all the cost we get down to the technology portion and the money if not there, as much as we want there. Are we tied to, when it comes to reimbursing, are we tied to that original amount for the project. The City could not decide or another building committee decides to put money into the technology as part of the 5/6 school and have it reimbursable. You can't add money or can you? Sean Sullivan said that because of the numbers sent to the state he thinks not. It is the building committee's intention to preserve that technology budget and deploy it as fully as possible. We want this project to have everything that it needs to have, so we are going to fight to preserve that. If there is a trade off we are going try to keep this and try

to trade something else off instead of what may have happened in the past as using this as a contingency fund. Technology is too important. We are going to the best to make that not happen. Don Sheehy said that we will not compromise on the infrastructure; the building is going to perform. Mayor Lauretti said that he thinks the answer to your question is that you can add to a project, the state has overruns all the time. We have to petition the state. Cathy Araujo said that at the end and there is no money, but if you buy them it is reimbursable, can the City then add that money to the building committee so that the purchase can be made at the discounted price. Mayor Lauretti asked which project we are talking about. Cathy Araujo said any. Marty Coughlin said that when we came to the end and we needed money, if the state won't do it the City could do it. I am not sure that is reimbursable. Mayor Lauretti asked why it wouldn't be. Cathy Araujo said that in the high school case it is not, but in the intermediate it might be. Allan Cameron said that you can go back to the state and ask for an increase in reimbursement, but this is not a new idea, it was happening to such a great extent that the legislature passed a law couple of years ago capping the amount that you can go back for. That is the 5% cap. Chairman Davis said that the building committee said that there must be a list of things that are reimbursable and things that are not, and why can't you go out of the budget for the things that are not. Sean Sullivan said that things are reimbursable or they're not and there are things that you have to do that are not reimbursable. We were given the 21 million per the referendum and it is never any building committee's intention to go back and ask for additional money. We are going to do our best to make sure that we have the best school.

Mayor Lauretti left the meeting at 9:15 A.M.

End of Tape 1 Side 2

Agenda Item #4 Motion to Approve the Minutes of the December 15th Regular Meeting

John Anglace moved to approve the minutes of the December 15 Regular Meeting with some slight tweaking that does not affect content of the meeting, it is grammatical. Cathy Araujo seconded the motion. A vote was taken. The vote passed 5-0.

Agenda Item #5 Status of purchase for 90 Laptop Computers and 3 Computer Carts for SHS.

John Anglace said that we know the outcome that is going forward. Lou Marusic said that after we leave here today the purchase order will be signed and sent out. Cathy Araujo added that since there was such a go round about this purchase order there is one thing. According to the charter when a building committee is established and is appointed by the Board of Aldermen as we are and a majority of that committee meets and votes on something, I just hope that going forward every time there might be a minority representation that did not vote in favor of one thing or another that it does not mean that we are going to have to stop business. There is nothing in the charter that says you will stop business if the people who are voting in the minority are not in favor of that motion. I would hope that we would not have to go back a revisit every motion that we pass. Chairman Davis asked who those people are. Cathy Araujo said that she knows that in the course of the last month, especially based on Ramesh's email that you and Ramesh had hesitations and that caused for this purchase order to be held.

Chairman Davis said that he knows nothing of that and the allegation is completely wrong. Cathy Araujo said that the people who spoke about you and Ramesh meeting with the Mayor that didn't happen. I guess it was some kind of clerical error that it sat there. Chairman Davis said that he saw the Mayor in Home Depot and he helped him find a pipe that he was looking for and he saw him at holiday party. There was no statement or request what so ever. Cathy Araujo said that there was no reason for this purchase order to be held. Chairman Davis said that he does not like the allegation and they are unfounded. Cathy Araujo said that is not true. We voted on the 15th of December and the purchase sat idle for this period of time and for apparently no reason what so ever. John Anglace said that it wasn't for any reason what so ever, the Chairman expressed disappointment via emails and I spoke with AI and said that if the Chairman is disappointed, based on the record of accomplishment this committee has had under this Chairman we should extend the courtesy since we will not be out of sync with our timing, our schedule for arrival of these computers. We should extend the courtesy to now to give everybody the opportunity to vent and then go forward with it. If we didn't have the time built in to do this then we wouldn't have extended that courtesy. I am concerned with the continued progress of this committee under Michael Davis as our Chairman. I thought it was out of character the questions that he asked of me and the disappointments. It just needed to be talked out. Chairman Davis said that his questions were whether or not the committee considered the need for the extended battery. John Anglace said that extending this courtesy has brought out that this committee is going to have to concentrate on. The next agenda item is use of sub-committees. We can't take on tasks and then not have them fulfilled. This committee does not have enough time to discuss it at a meeting when we limit our meetings to one hour. We either have to change our meetings where we appropriate enough time or we have to utilize sub-committees to get this stuff done. To come back and give us it consolidated, so we don't spend tons of time talking about issues. We have to accomplish and not discuss. If the sub-committees could hash this out between meetings and come with a recommendation it will expedite our process. These are things that we learned from this experience. Chairman Davis said that he thought the committee had learned prior that he had questions as it is in process. If you remember correctly who changed the cart from 24 to 30. Cathy Araujo said that Michael had questioned that and we changed the purchase order. Chairman Davis said that a month later we were not adequately supported by each of our elementary school with laptops and we were able to go and get the additional laptops and have them sit in the cart and not have to buy another cart. I add value with those questions time and time again. Cathy Araujo said that it was never suggested that he didn't add value and just to the point of the sub-committee. We had a sub-committee that extensively looked into the purchase and we still had to wait a month after it was passed. I hope that we can go forward and when we vote we can carry on business based on that vote. John Anglace said that he hoped that we could proceed as professionals in a professional manner. Hold off on the emails because emails tend to be taken personally. Chairman Davis said that he offered to meet to discuss these issues a week earlier and he would encourage that if you are hearing people say that they want us to move forward faster that we meet more often. Cathy Araujo said that he would have to be the one doing that. Allan Cameron said that for the December 15th meeting there were 5 members present at that meeting. All five members voted to approve this purchase order. Five of us left thinking the purchase order was going to be processed and the computers would be here in time for the February vacation. That afternoon Cathy sent all the particulars

over to the Purchasing Office at City Hall, the purchase order was typed up. I don't know what happened after that, I don't know who called who, I don't know what emails were sent, no one called me. When we followed up on the purchase order we found that the purchase order was not being processed. John had said that there were some concerns expressed. It had to do with the RFP process and the concerns had been expressed by corporation council. It turned out that those concerns were because we were using the wrong nomenclature. We were calling it an RFP, it wasn't an RFP it was a bid. I agree with John, if we were doing something illegal, if we were doing something was not appropriate with respect to the charter, we shouldn't be doing it at all. That was John's concerns. Tom Welch, the city purchasing agent and the city finance director looked at the process that we followed and what they found was that the sealed bid package was labeled incorrectly. RFP 27-28 should have been called bid. As a result that it was called RFP 27-28 we always called it RFP 27-28. As we discussed it with corporation council, as per your concerns at the December 1st meeting, how it came to corporation council's attention is you had asked if we could go to another vendor. I went to corporation council and asked that questions and that is when corporation council said that we should not be calling is an RFP. We got that all cleared up about two after the whole thing came up. For some reason apparently, I don't know who the concerns were expressed by, but there were concerns and the purchase order was held. The part that Cathy and I are frustrated with is that we are all appointed by the Board of Aldermen. Nine of us were originally appointed, two people have left, seven of us are still here and we still serve, we all have the same responsibility to the students, the community and the tax payers and we felt that we were exercising due diligence in pursuing our responsibility. We felt that we had balanced the cost of the computers against the needs of the students. I don't understand how two members of the committee, or by divine intervention some how the Mayor was approached to hold the purchase order. Businesses on other boards are done by a vote a 5-4 or 4-3. Does this mean that every time they disagree with the vote they go to Mayor because they don't like the process? Chairman Davis said that he doesn't think that has happened. I just found out this morning that the purchase order was held.

John Anglce asked that we move to item number 6. That is important. Item number 6 is a way we can ensure that things get done here. We can't wait for meeting to bring up issues and limit our meeting time to one hour.

Chairman Davis said that we have the Gant Chart that Steve gave us, what is the next desired purchase. Cathy Araujo said that would be the bid that we voted to have the tech center prepare, which I think they are prepared to discuss. That is in agenda item# 7. Chairman Davis asked who is going to prepare the proposed bid that the committee is going to look at in order to move forward. Cathy Araujo said that was voted on two meetings ago to be under the direction of the Technology staff. Chairman Davis asked who is going to do that. Cathy Araujo said that is was the technology staff represented by Tracey is here prepared for item # 7 to report on that. Chairman Davis asked if Tracey was going to give us a report that states what she has specked out and wants. Cathy Araujo said that she thinks that she has a report to hand out for everyone to look at. John Anglce suggested that when they give us the report that they also give us what they want and the timeframe. Cathy Araujo said that this is just the bid for the equipment. Chairman Davis said that we have been talking about this for a long time, what is the next item. What is after that, what is the next Board of Education request to

purchase, what is the next item on the Gant Chart? Cathy Araujo said that this bid will deal a number of areas through out the district with purchases that need to be made. Chairman Davis asked if everyone from the Board of Education has what they want us to buy, and they going to give it us that so that we can move forward. Cathy Araujo said that everything that Steven passed out, when he first brought in the Gant Chart there is all the background detail. How do you want it Michael, the last time when Steve asked you how you wanted to see what we have planned out as to who needs what and what is going to replace what, it is in the minutes you told him you didn't know. Chairman Davis said that we didn't have that information and now you have that information and you present it. John Anglace said that we need to review the Gant Chart. When he comes in with the specs then he can take us through where this is going and what will happen to the residuals that it replaces. Chairman Davis asked Cathy Araujo to tell him what he is going to him that is the next purchase desire. Cathy Araujo said that the next purchase desire will be the thin and thick clients that will be represented by this bid. Chairman asked how many and Cathy Araujo responded that it depends on the location. Chairman Davis asked what the next item is. Cathy Araujo said that is not on the agenda and we are not prepared to discuss it, because it was not on the agenda and was not added in the beginning. What is on the agenda is the bid specifications as they are prepared so far for 381 thin clients and 119 thick client devices. Chairman Davis asked if she was familiar with the other items and if she could converse on the other items. Cathy Araujo said that under FOI she wasn't going to divert from the agenda that we have here and that we should move on. Chairman Davis said that he has asked this of the Board of Education before. We were given a hand out in October with purchase requests and we have in red what was required. What are in red were additional laptops for the elementary schools to bring the total up to 30, 12 macs, projectors and a laptop cart. Cathy Araujo said that was not an official request at the time. It was a list that was brought up and discussed at the time. Chairman Davis said that we now have a Gant Chart, where we are going so that we can have a more constructive meeting is for the Board of Education to come with their desired purchases and not one at a time. Give five project so that we can we can work on at the same time. So we can go out and bid, so we can accelerate this. We can move forward. Lorraine Rossner said that we are doing that. We are doing a wireless study now, we are doing that implementation, we just got past the 90 laptops purchase for the high school. We are doing congruent things together at the same time as to respect to how we want to roll out this plan. The plan is in place. There is a Gant Chart, it is in draft form, and it is a fluid document. I think we are doing what we can do appropriately at the time that we are asked to do it according to the agenda. Chairman Davis said the problem with the Gant Chart is that it is a draft and it was done back on November 3rd and it is now the middle of January and because of that I am asking these questions. It hasn't been updated and I am not sure where you want to go. Can we have at the next meeting that you come with 4 or 5 draft proposals so that we can get them out to bid as soon as possible? Lorraine Rossner said that she doesn't think that will be a problem at all. Cathy Araujo said that you direct the agenda do you want the Gant Chart listed on the agenda. Chairman Davis said that he doesn't need it on a Gant Chart; he needs to execute and get things done. We need proposals so we can debate and discuss them and then they can go out. I don't want them one at a time; we can do two or three. We can have sub-committees. We have had people on certain projects working independently working to help accelerate things.

Agenda Item #6 Use of Sub-Committees

Chairman Davis asked that item 6 be moved below item 7. John Angalce said that item 6 is generic. This is a method by way we can expedite our business. Chairman Davis said that we are going to discuss Citrix in item 7. Chairman Davis asked that item 6 be moved to item 8. Cathy Araujo moved to have agenda item 6 be moved to agenda item 8. Allan Cameron seconded the motion. The vote passed 5-0.

Agenda Item# 7 Status for bid specification for 381 thin client (Citrix) and 119 thick client (Windows) devices and associated network infrastructure components.

Tracey Adkins handed out a draft bid. It will be updated with the correct nomenclature bid instead of RFP. (A copy of the hand out is included in the attachments.) Tracey Adkins reported that this is the remainder of the elementary school roll out. This is the back end infrastructure and the components to make a working system for a Citrix based solution. It will have Citrix on the backend, some server consolidation so we can minimize the impact on support going forward. It calls out the actual thin client device that we have tested in the elementary schools to fulfill this solution. In addition to that there are 119 thick clients that are to be replacement devices. What this represents is training components, the engineering or architecture after doing some research have come across in terms of how to lay out those servers and the 381 thin clients that will go to replace the oldest machines in the district. Chairman Davis asked if this was K-6 and Tracey Adkins said yes K-6 and the media centers. (Corrected later in the minutes to clarify grades 4-6). Chairman Davis asked if these are the very slow processors and there is no recovery. These oldest machines have reached their end of life. Chairman Davis asked if included in here is the equipment that it will be interacting with that will not be requested to be purchased. Am I going to be able to see the whole flow or just the pieces that we are buying? Tracey Adkins said all these pieces make up the whole flow. If there is a switching impact, there is a section in here for switching. There is a server impact because we are really building on a new architecture, so the server impact is included as well. The software to reflect that is in here as well. Chairman Davis asked if you have considered moving other servers here and may want to buy other machines. Tracey Adkins said yes, based on where we are yes. Chairman Davis asked how many servers. Tracey Adkins said 4. Chairman Davis asked Tracey is there was anything else that she would like to add. Tracey Adkins said that it is V M Ware based solutions to consolidate the servers so we can minimize the number of servers and the support that goes with that. Chairman Davis asked if these are the computers that are going to sit in the back of the classroom and Tracey Adkins said yes. Chairman Davis then asked if they were going to be thick client with the laptops and thin clients with the machine in the back of the room and how are the teachers going to be. Tracey Adkins said some of the thick clients may replace some of the teacher units because of age of the unit. Chairman Davis asked if they are going to remain thick and Tracey Adkins said yes. Chairman Davis asked what the principals and staff will have. Tracey Adkins said that they will have thick. Chairman Davis asked if this was based on the 4-5 units in the back of room. Tracey Adkins said yes and then corrected her statement that this is not for K-6 but 4-6. Chairman Davis asked capacity wise if we want to add are we maxing out the server capabilities. Tracey Adkins said that we are close and production will prove that out. It is hard to predict. Chairman Davis asked where the 4 servers would be located. Tracey Adkins said that they would in the MDF Room at the high school. Chairman Davis asked if Tracey Adkins had considered a 5th server.

Tracey Adkins said that we could add that. Chairman Davis asked Tracey if she would consider that in case we start to lack resources or need greater performance we don't have to go through a 2-4 month process to get it. Tracey Adkins said that she would look into it. Chairman Davis asked if the units in the back of the room are new units, have you considered every other piece of equipment that could be used. Tracey Adkins said that we are at the point in the plan in the plan now that by the next meeting we will define more clearly where the equipment will be located. Chairman Davis asked if the power was ok in those schools. Tracey Adkins said that they have upgraded some of the power at several schools and are continuing to upgrade the power; we are working with maintenance in accordance as we lay out equipment to ensure services are there to support it. Chairman Davis asked if she was excited about using the fiber. Tracey Adkins said yes, this will be a high impact. Chairman Davis asked if there were choices in here. Tracey Adkins said that it is one piece of equipment. Chairman Davis asked Tracey if she is comfortable with her recommendation. Allan Cameron asked Tracey to tell the committee what process she used to develop the spec. Tracey Adkins said that the process they used was that they tested some thin clients. The thin client that was tested performed very well and fit into the architecture very well. It is a small form factor box. When we looked at applications and we ran it on Citrix, it performed well. Allan Cameron asked what advice did you seek. Tracey Adkins said that she had the spec reviewed by the two technology consultants that are working with the building committees, for the high school and the 5/6 building committee to get their input. They were excited about the approach and they felt that what we specified would work. Chairman Davis asked if any of the teachers were involved. Tracey Adkins said that they had a few of the teachers at Sunnyside piloting a different version of this machine and we have received positive feedback. There are 10 of these units at Booth Hill in the Media Center and we have received good feedback from them. Chairman Davis asked if there was any issue with the sound. Tracey Adkins said that she was not aware of any issue with the sound. Allan Cameron said that there was an issue what was it. Tracey Adkins said that there was an issue going to the PBS website via the thin client devices and because it was a streaming video application there was slowness with that device. What had happened with the new device that is in this bid, changing some of the caching settings on the server also helped. The other machines at Booth Hill are performing better. Chairman Davis asked when we want these by. Tracey Adkins said by June to roll out in the summer, when we look at the Gant Chart we were looking at intake of the equipment in June or July. Chairman Davis asked if any members of Tracey's staff received Citrix certification yet. Tracey Adkins said that one member has passed one of the certification tests and will be taking the second half on Tuesday. Chairman Davis asked if we could send a copy of this bid to Ramesh. Chrissy Johnston asked Tracey to email it to her and she would send it out to the committee. Chairman Davis asked if Ramesh has questions can he speak with Tracey directly. Tracey Adkins said yes.

John Anglace asked Chairman Davis to speak under the Chairman's Report concerning the committee. We are a nine member committee and we are down two members. The Mayor has recommended someone. Chairman Davis said that is hurts that we meet on Fridays at 8:00 A.M. Do we want to move the meeting time to get a larger population that could contribute? John Anglace said that the committee can change the meeting time. We have to adopt a meeting schedule for the entire year, which we did, but that is subject to change. We have to notify the City Clerk and the Webmaster. Tim Walsh

said that Monday nights had been considered. Chairman Davis said that he would be willing to give up Friday mornings. How does the committee feel, because that will change who we can attract. What evening would work for this very diverse group? John Anglace said that Monday is the only unscheduled day that most of us have. City personnel could possibly meet around 5:30 – 6:00 P.M. Chairman Davis said that we need to define when we are going to meet. Can we meet on Monday nights and Friday mornings? Can we meet at 7:30 P.M.? John Anglace said that we need to talk to Arlene. Chairman Davis said that we are going to consider Monday evening and Friday mornings and we will discuss that with whoever comes on board. John Anglace said to remember that we are discussing regular meetings. We can call special meetings at any time. Chairman Davis asked that this be added to the agenda and everyone come with their calendars. John Anglace said that we are looking for community members who have specific knowledge in this area. The person that the Mayor has in mind is a retired person with a business technology background. John Anglace said that we will add replacement of the committee members on the agenda and the meeting schedule. Tim Walsh asked who make the appointment of the members. John Anglace said that the Board of Aldermen does. Chairman Davis said that in the past we interacted with possible new committee members before. John Anglace said that the charter governs those replacements. In this case this is a building committee so the charter authorizes the Board of Aldermen. The Board of Aldermen is not going to appoint someone with out a recommendation. Chairman Davis said that he thinks we need more technology content on this committee, but the problem with a 9 member committee is that you open yourself for absences. Maybe we should make the population smaller. John Anglace said that if you want to make the population smaller you just don't replace the members. If you want to do that formally you have to go back to the Board of Aldermen and make the request. However, they have already decided that it is a 9 member committee. Cathy Araujo said that it does leave you open for more absences but on the other hand it gives you the possibility of more people to work with.

Sean Sullivan said that the 5/6 and SHS building committees are happy to come to this committee meeting, if you would like them to attend to put it on the agenda. We will be happy to come back quarterly or on demand. Chairman Davis said that hopefully we are on the same page and you can use Tracey as a liaison. Robin Willink said that Tracey works with the technology consultants for the building committee, Project Management Team and CCR Pyramid.

Chairman Davis asked if agenda item #6 use of sub-committees be moved to the next agenda. John Anglace said that this is a way to expedite our business and let's take advantage of it. Something has to happen between meetings. There are issues of Citrix that have to be discussed, that probably would be best discussed by a sub-committee and then comeback to the committee and report to us. Chairman Davis said that he would like that method with 2 or 3 people. John Anglace said that Chairman Davis appoints the sub-committee.

End of Tape 2 Side 1

Chairman Davis said that he would like any desired purchase that we will go to bid on in the next 2 months, on the agenda for the next meeting. John Anglace said that Chairman Davis should pick the Gant Chart and the Citrix sub-committee members.

Chairman Davis would like to appoint on the Citrix sub-committee: Michael Davis, Ramesh Wadhvani and Tracey Adkins. Cathy Araujo said that Tracey could send a representative. Chairman Davis said that would be fine it could be her designee. Chairman Davis asked the committee who would like to be on the Gant Chart committee. Allan Cameron said that if you have Citrix then maybe you can put Ramesh on the Gant Chart. Ramesh has a lot of ideas and suggestions. Chairman Davis said that we will discuss the Gant Chart sub-committee at the next meeting. Cathy Araujo said that we are potentially adding two members and they maybe able to bring something to these sub-committees.

Chairman Davis would like to have two or three items for discussion of desired purchases on the agenda. When we meet we can discuss it and assign people to the sub-committee. The sheet that was handed out in October is everything in the Gant Chart. Cathy Araujo said that the day that was discussed there were things listed that were to be purchased by the Board of Education and are not included into the Gant Chart. Chairman Davis asked what was purchased. Cathy Araujo said the computers for the Gael Winds.

John Anglace said that the original Gant Chart was put together by the Board of Education and it would be best to form that committee. The best committee members to recommend are Cathy and Al and ex-officio Lorraine and Steven. Chairman Davis asked Allan Cameron if he was ok with that. Allan Cameron said yes. Cathy Araujo asked if we can ask Ramesh to be on the committee. Chairman Davis said that we can ask Ramesh at the next meeting. Our next meeting will be January 26th at 8:00 A.M.

Agenda Item # 10 Adjournment

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

Chairman Davis adjourned the meeting at 10:30 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.