

**Board of finance Special Meeting Minutes**

**March 18, 2014**

**Town Hall Community Room**

**7:30 pm**

I. Present: Chairman Carmany, Joyce Aley, Charles Park, Jennifer Rannestad, Lori Ann Clymas seated for Robert Gorman.

II. Proposed Town Computer Network Upgrades – 3 Year Strategic Plan and Tax Exempt Installment Sale lease with HP Financial Services.

Lori Ann Clymas moved: that the BOF approve and report to Town Meeting its recommendation that the First Selectman be authorized to enter into a 36 month lease, known as a Tax Exempt Installment Sale, with HP Financial Services. The purpose of this lease is to spread the cost of acquiring new technology equipment over a three (3) year period to implement a comprehensive plan for the upgrade of servers, computers, operating software, firewalls, wireless and switches at an estimated cost of \$1,406.46 per month; seconded by Jennifer Rannestad.

Discussion: Selectman Meehan reported that the pricing for the leased equipment is based on State of Connecticut contracts for approved vendor in place awards. The lease was reviewed by the Town Attorney John Bennet and found to be acceptable. The lease contains standard language for municipal and state governments called a “non appropriation provision” which means the Town can cancel this lease by not budgeting annual fiscal year funding amount due and return equipment to HP without penalty charges.

The three (3) year technology upgrade plan was prepared by the Town’s IT engineers, CTComp, and is based on an audit which identified deficient equipment and operating systems including several obsolete 2003 XP computers which are a security risk to our network.

The Board of Finance action does not commit financial appropriations in the future fiscal years, such appropriations would occur as part of the regular budget approval process. The Board of Finance is only acting to authorize the 36 month lease contract.

Chairman Carmany called for the vote, the motion passed unanimously.

III. Adjournment

Jennifer Rannestad moved to adjourn at 7:40 pm, seconded by Joyce Aley, and approved.

Submitted,



Ed Meehan, First Selectman