

# Town of Southington

## INFORMATION TECHNOLOGY COMMITTEE

RICHARD LOPATOSKY, CHAIRMAN  
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MARILYN DORAU, SECRETARY



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### MINUTES

### INFORMATION TECHNOLOGY COMMITTEE

### January 20, 2010

Meeting called to order 1:30 p.m.

Present were: Lt. Ed Pocock, Chief Clark, Sue Smayda, Richard Lopatosky, Jon DeGioia, Dawn Miceli, Tim Theriault, Leslie Cotton and Marilyn Dorau

Welcome to new members; Dawn Miceli and Tim Theriault

Approval of Minutes: Motion by Ed Pocock, second Sue Smayda. Unanimous

GIS System – Development maps for current GL have been entered into GIS system. VHS tapes of the Sewer Drainage System have been converted to DVD. Digital version now being synchronized with pipe lines. Web based version of the GIS will have this and more of the data displayed. Current Parcel Viewer is no longer maintained. Current T1 lines not fast enough for the amount of data. Server is being installed within Town Hall to remedy this.

Permit System – Meeting set up with John DeGioia, Richard Lopatosky and Business Auto Systems to discuss all permits.

Scanning of Maps/Documents – Sewer Lateral Cards are near completion – being scanned using Laserfiche. NE GeoSystems to make these documents accessible through GIS.

Web Page - Added video to Town Council Meeting, very please with results. Will announce to public for next meeting. Available on video page drop down menu also in council minute page. Video divided by public meeting and council meeting. There have been inquiries regarding Board of Education meetings. Board of Education if interested will get same cost (\$35.00 per meeting).

Budgets for TY 2010 – see attached – motion to accept Ed Pocock second Sue Smayda – unanimous.

Old Business - Library installed a self check out system, two systems need to be synchronized. Working on solution.

New Business – None

Motion to adjourn by Marilyn Dorau second John DeGioia

Meeting adjourned at 1:50 p.m.



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**GIS Breakdown for Fiscal Year 2010/2011**

What initially started as a GIS budget has expanded as more data is now being digitized and made available on the computer. Our goal is to continue to digitize the data and to integrate this data so that it is accessible from one application - the GIS system.

<i>Budget Proposed</i>	<i>New Proposed</i>
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**Updating and Licensing:**

These are items that must be done every year - the update of the data layers and the licensing of software. The GIS ArcIMS and ArcView licensing is for applications that allow users to view the data. The entire town can be viewed as a contiguous map allowing the Internet users to pan (or move to various parts of) the map with only the layers that they select visible. GIS Map Data Maintenance and Assessor Support is for changes to the maps and the synchronizing of data between the Assessor CAMA application and the GIS data. More and more departments are using the GIS application as it becomes the focal point for accessing data for Real Estate. We have over 110 layers of information that must be maintained. This includes utility pole inventory, sanitary and storm sewers, detention ponds and outfalls and street signs just to name a few. This vast number of layers is further emphasized by the amount of development that Southington has been and is still undergoing.

<u>GIS ArcIMS Licensing and ArcView Licensing</u>	\$25,000	\$25,000
<u>GIS Map Data Maintenance and Assessor Support</u>	\$75,000	\$35,000
<b>Updating and Licensing Total:</b>	<b>\$100,000</b>	<b>\$60,000</b>

**Database/Procedure Development**

Development of procedures and adjust formats of data so that the information maintained by the different departments that is linked to the GIS database can be shared and distributed. This is the next step that needs to be taken in the development and distribution of GIS information. This involves database development and coordination with the individual departments. Further work must include better integration of AutoCAD which is used in Engineering with the GIS system. New procedures must be developed to be sure the new data layers collected will be updated. Our goal is to have the various departments to update the data fields that they maintain directly into the GIS system.

<u>Data Development/Sharing/Distributed</u>	\$25,000	\$0
<u>Police/Fire Department Data Entry &amp; Maintenance</u>	\$15,000	\$0
<u>Infrastructure Management</u>	\$5,000	\$0
<b>Database/Proicedure Development Total:</b>	<b>\$45,000</b>	<b>\$0</b>

**Computer Software /Configuration**

Configuration of software to enhance the use of the data by the viewers. GIS ArcIMS is for web site development that will allow the public easier access to various layers of information in the GIS. Currently it is cumbersome as maps are accessed as individual PDF files. With ArcIMS the public can access any part of the Southington map without exiting the map. The will be able to pan or move the map to the desired area or access by property location information. Additional development is needed to enable various layers of information to be selected and displayed. Permit Tracking and Management System is for the Integration of the Permit System with the LaserFiche (scanning of maps and documents) and with Cott Systems which is used for the land records in the Town Clerk's office. Continuation of projects is also being done. Those are the maintaining of bond information in the permit application which allows them to balance with the Finance Dept. Health Dept work is also to be continued - this will allow the use of laptop computers in the field to enter data live and view current data.

Our goal is to not only have all permits on the system, but to now have access to all land related documents from the GIS system. Map Scanning - Large maps are to be scanned into the computer system. These maps from multiple departments: Building, Planning, Zoning, Engineering, Water Pollution Control, Sewer and Health. They will not only be stored on the computer system, but they will be able to be viewed and printed as needed. Having these maps in the computer network will enable the various departments to have easier access to the maps. The various departments will also be able to move the current maps to a different storage location freeing up badly needed space.

GIS ArcIMS Web Site Development	\$25,000	\$0
Permit Tracking and Management System Includes: Health Dept and Planning(Bonds)	\$40,000	\$40,000
Integrating Permits with Laserfiche and with Cott Systems	\$45,000	\$0
Map Scanning	\$20,000	\$0
<b>Computer Software/Configuration Total:</b>	<b>\$130,000</b>	<b>\$40,000</b>

<b>TOTAL:</b>	<b>\$275,000</b>	<b>\$100,000</b>
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**Public Safety/Town Hall Infrastructure for Fiscal Year 2010/2011**

Town Hall

	<i>Budget Proposal</i>	<i>New Proposal</i>
Server - Domain Controller & Virtual Server	10,064	\$10,064
Server 2008 Open Lics w/ CALS	9,600	\$4,800
Server 2008 Terminal CALS	5,280	\$0
MS SQL Server w/CALS	9,850	\$9,850
Programming & Migration from old to new	9,440	\$9,440
Redundant Server & Split Virtual	10,064	\$10,064
Server 2008 Open Lics w/ CALS	9,600	\$0
Programming & Migration from old to new	9,440	\$0
Datto Backup NAS device z-series	2,400	\$2,400
Datto Offsite Subscription	3,000	\$3,000
AVG Antivirus AntiSpam	4,704	\$0
Project Management, Programming	8,160	\$4,182
Domino Server Hardware/Software Upgrade	19,758	\$0
Programming & Migration from old to new	9,440	\$0
Netgear Firewall/VPN Routers	4,200	\$4,200
New Rack, electrical work and network wiring, programming		\$12,000
	<b>\$125,000</b>	<b>\$70,000</b>

*Age and the volume of data and activity on these servers are causing disruptions in connectivity; Users are unable to access the data or they are unable to print. Again too much time is spent fixing which could be better spent making the network better. Too much time is lost in the various departments waiting for connectivity to their data or their printers. The Town Network is in need of reconfiguration and upgrade. Switches, Firewalls and Servers need to be upgraded as well as the Server Operating Systems.*

*The replacement of servers and components of the network must be done in stages. As the main rack of servers is currently in the Gura Building, the setup of the new configuration should begin with the new location in the Town Hall. The location will be in the old Economic Development Office. A new rack will have to be installed, electrical wiring and network cabling will have to be done. Two essential servers (domain controller/virtual server and the redundant backup server) are to be purchased along with the appropriate licensing as well as new backup software and devices.*



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**Connectivity Breakdown for Fiscal Year 2010/2011**

	<u>Budget Original</u> <u>Proposal</u>	<u>New</u> <u>Proposal</u>
<b>New Internet Connection</b> Installation of new high speed Internet Connection to the Town Hall III Annex.	\$24,000	\$24,000
<b>Company 3 Node</b> Installation expands area of wireless coverage	\$65,000	\$65,000
<b>Peters Circle Node</b> Installation expands area of wireless coverage	\$65,000	
<b>Mercury Modems for Departments</b> These will enable the Department such as Health, Building and Engineering to connect to the network and view and/or update data while at any location in town - access GIS as well.	\$7,500	
<b>NetMotion Software &amp; Server</b> This will enable departments while in the field to move from one node to the next seamlessly.	\$15,000	
<b>Total:</b>	<b>\$176,500</b>	<b>\$89,000</b>

***Once completely installed, our wireless network will eliminate the need for the T1 lines and the DSL lines that are currently used to transport data on our network. Currently we spend \$26,600 annually for these lines.***



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**Assessment-Tax Collection System**

		<i><b>Budget Original</b></i>
		<i><b>Proposal</b></i>
<b>Software Applications</b>		<b>\$75,000</b>
<b>Includes:</b>		
Property Assessment		
CAMA Bridge		
Tax Collection		
Electronic Banking		
<b>Software Support</b>		<b>\$20,000</b>
<b>Includes:</b>		
Conversion of old data to new		
Installation of new software & PC Devices		
Program all Forms		
Training of both departments		
<b>Hardware</b>		<b>\$45,000</b>
<b>Includes:</b>		
Server		
Operating system and licensing		
PCs & Printers		
<b>Total:</b>		<b>\$140,000</b>

The current Assessment - Tax Collection System is hosted on an AS400 computer. The system is extremely slow especially at critical times of cash collection, data entry and lookup. The current hardware is 4 generations old as is the operating system. Upgrades are either no longer supported or available or too costly to obtain.