



Town of Lamoine
Technology Committee
606 Douglas Hwy
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Minutes – June 13, 2023

Chair Justin Zinke called the meeting to order at 6:36 PM.

Present were Technology Committee members Justin Zinke, Bob Lachance, Jeff Cosulich, Kristy Overlock and Brett Jones (arrived 7:08 PM) and Administrative Assistant Stu Marckoon.

Minutes – May 17, 2022 – Bob moved to approve the minutes as presented. Kristy 2nd. **Vote in favor was 4-0.**

Website – Kristy asked if folks were happy with how the website looks and works. Bob said it was awesome. Kristy reported the server was recently changed for all of the website. Stu reported the site is relatively easy to update and he continues to learn Word Press which is used to maintain the site.

NAS System – Stu thanked Bob for putting in the system. Bob said the device requires some care and feeding along with updating the software. He said the proper time needs to be found to perform updates and backups. He said the updates should take place after hours as it can take up to an hour. He said he could do the updates from home if there is a robust remote option. Justin said he has a similar system at home and uses it all the time. He said he does the TV scheduling from home and can update. He said backups are needed, and he doesn't mind adding the updates to his duties. Discussion followed regarding VPN security and remote access.

Computer Security – Bob said he had been doing some security work gratis, and then dug into things. He said the town's insurer has asked for some security items which would create true user accounts, and he hit a brick wall because the town is using Windows 10 Home on its computers. He gave a very long explanation of the issues with that. He said this will be a big project which requires a lot of research, but it shouldn't be a lot of money. He said to do it right someone familiar with IT is needed, and at some point this will have to be done for the next generation of workers. He said he would offer a deep discount on his usual price and estimated the cost at \$3,250 without equipment purchases. He said if he could remote in, that would be help.

Brett asked about the complexity of the proposal and what support level is needed. Bob said it's not particularly complex. He said it's information gathering and documentation. He recommended a college intern.

Stu asked where to go from here. Bob said it would be helpful to list the programs used daily and to go from there. He said he would send a spreadsheet to enumerate security groups. Justin said he would be happy to help put together a list. Bob reminded that once it's done, it needs to be documents.

Town Hall CTV System – Stu said the Nexus schedule is getting quite long in the tooth, and the channel is broadcast in analog and doesn't look all that good. He said there are some good

scheduling programs that run on a PC. Justin said he would look into what is available. There was a brief discussion of data storage and the school CTV System.

School CTV Channel – Stu asked what the school really wanted on the CTV channel and if the channel is actually important. Brett said it's a question of personnel. He said the equipment at the school is also used for YouTube and on the hallway TV. There was a brief discussion about PEG Channels with the cable system.

Remote Recording – Justin noted the two cameras are quite old and of poor picture quality. Brett said cameras today are relatively inexpensive and disposable and recommended something middle of the road. Justin said I-phones are pretty good. Brett said a YouTube channel is a possibility. There was discussion about letting the Recreation Committee know that equipment is available to record events. Justin said he would continue to research the options for gear.

Next Meeting Date: - The committee set July 11, 2023 at 6:30 PM for its next meeting.

There being no further business, the meeting adjourned at 8:02 PM

Respectfully submitted,

Stu Marckoon, Adm. Asst.