

Dover Technology Advisory Board (“TAB”)

Minutes of Technology Advisory Board
Tuesday, January 14, 2020

Voting Members Present: Rui Huang, Greg Kahoun (Chair), Jain Myank,
Gregg Wright

Non-Voting Members Present: Cam Hudson (Warrant Comm. Rep.), Chris Dwelley (Town
Admin.), Robert Springett (BOS) , Gerald Clarke (BOH)

Absent: Diana Piesak (I/T), Anthony Ritacco (D/S Regional), Paul
Smith

- Meeting called to order at 8:10 am by Greg.
- Acceptance of minutes of December 10th with minor change to spelling of the name of one of the Retrofit representatives. Motion by Greg and seconded by Rui to accept the minutes – passed unanimously.
- Status of work in progress
 - Internet Service Speed - No update on Anthony Ritacco’s effort to upgrade the town’s ISP service. Greg will check with him via email.
 - Website speed – Speed of the website has not yet improved. Chris Dwelley reported that the upgrade of the agreement had occurred and we discussed what we might do next, if anything, to improve the website speed. However, I received an email from Diana Piesak before the meeting was over that the upgrade hasn’t happened yet, and will take place tomorrow night (2020-1-15).
 - CivicPlus/new website - Chris will be meeting with them soon to work on the contract and get more details about the implementation phase.
 - Retrofit work - The work items detailed in Retrofit’s report as “Phase 2” are in progress. The BOS will be receiving a report on their efforts in the near future.
 - The TAB’s submission to the town report was discussed . Gerry pointed out a couple of minor issues that will be addressed by Greg and he will submit the report today.
- The pros/cons of changing the town over to a “.gov” domain were discussed. Currently Chris doesn’t see it as a high priority issue and that there are related costs (updating documents referencing the current domain, eg) and planning that need to be done to ensure the change is done correctly. Gerry stressed that the costs are not prohibitive and that not having a .gov email identity can cause problems interacting with other governmental agencies. He will put together a new document with details about the rationale and implementation of this possible effort.
- The board discussed what the next steps towards generating a longer term strategic IT plan for the town should be. The consensus seems to be that we need to have a better

idea of what our goals are before we can pursue hiring consultants to help us achieve those goals. In the meantime we will:

- Independently come up with ideas for issues to be tackled.
 - Discuss these ideas in future meetings and come up with a better defined set of goals and plans.
 - (Continue to) record these ideas in a collaborative form (online document(s)) to avoid wasted efforts.
- Meeting adjourned at 9:15 am

Submitted by Greg Kahoun