

Information Technology Advisory Committee (ITAC)
Town of Belmont
26 October 2023
Conference Room Virtual via Zoom

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: November 20, 2023
TIME: 9:59 AM

APPROVED MINUTES

[Minutes are sent to the Town Clerk, belmont-ma.gov!townclerk when approved]

Voting Members Present

- Jim Berets <gmail.com!jberets> (VM)
- Jonathan Birge <mit.edu!birge> (VM)
- Dan Ellard <gmail.com!ellard> (VM)
- Dave Goldberg <verizon.net!david.goldberg6> (secretary) (VM)
- Jonathan Green <gmail.com!green.jbg> (VM)
- Paul Roberts <gmail.com!paulroberts> (chair) (VM)
- Charles Smart <verizon.net!cnsmart> (founding chair) (VM)

Voting Members Not Present:

- Phil Lawrence <live.com!plaw> (VM)
- Kristin Nelson-Patel <gmail.com!kristin.nelson.patel> (VM)

Key:

- VM = Voting ITAC Member
- NVM = Non-Voting Member
- FBL = Friend of Belmont Library
- TS = Town Staff

Meeting called to order at 7:33PM

Jonathan Birge suggested enabling Zoom's AI Companion which we will do as an experiment to see how useful it is at summarizing the meeting. It will not be considered an official record of the meeting. These minutes and the meeting recording provide that.

Paul Roberts started the meeting with a review of the minutes from the 5 October 2023 ITAC meeting. Charles Smart moved to approve the minutes.

Jim Berets: abstain
Jonathan Birge: yes
Dan Ellard: yes
Dave Goldberg: abstain
Jonathan Green: yes
Paul Roberts: yes
Charles Smart: yes

The motion passed. David Goldberg will submit the minutes to Town Clerk.

Paul Roberts introduced the town's cyber incident response (IR) plan item. At the last meeting Phil Lawrence volunteered to follow up with Dave Petto and Patrice Garvin and sent an email asking for an update. Dave Petto replied that a vendor, NuHarbor, has been selected to help write the plan. Paul plans to follow up with Dave Petto to get some detail about the expected scope of the NuHarbor deliverable. ITAC hopes that it will cover the whole town, including schools, first responders, and light department. Paul will try to get ahold of the NuHarbor proposal and have Dave Petto attend our November meeting to discuss it.

Paul Roberts introduced the topic of attending an upcoming Belmont Municipal Light Board meeting on the week of November 6. It looks like four of us can make it either Thursday the 9th or Monday the 6th, both at 8AM. Paul will offer those dates to Craig Spinale and get a meeting scheduled.

Jonathan Birge left the call at 8:12PM

Paul Roberts introduced the topic of his discussion with the Belmont Public Library prior to the last meeting related to how ITAC might help with a grant program. There is nothing new to report this meeting. Jim Berets noted that there is a plan to include Electric Vehicle (EV) chargers at the new library. Jonathan Birge noted that some of the EV chargers installed in the town don't work very well. Since the Library has indicated to us that they intend to install EV chargers as part of the new building that they should give some consideration to how they decide what to have installed. It's been a while since ITAC met with the Library staff and building committee so Paul will contact Peter Struzziero and set up another meeting.

Paul Roberts introduced the need for a new ITAC chair as he is stepping down. Dan Ellard had offered to co-chair if another of us will join him in that role. Paul suggested that we instead set up a one year rotation for chairmanship. Jonathan Green suggested two years would offer more continuity. Dan Ellard noted that the timing should be considered as it would be difficult to hand a new chair the responsibility of filing our annual report. Dave Goldberg indicated that he is open to co-chairing with Dan. Paul Roberts moves to appoint Dave Goldberg a co-chair of the ITAC.

Jim Berets: yes

Dan Ellard: yes

Dave Goldberg: yes

Jonathan Green: yes

Paul Roberts: yes

Charles Smart: yes

Motion carried.

Jim Berets moves to appoint Dan Ellard a co-chair of the ITAC

Jim Berets: yes
Dan Ellard: yes
Dave Goldberg: yes
Jonathan Green: yes
Paul Roberts: yes
Charles Smart: yes

Motion carried.

At the next meeting we will have to select a secretary.

Congratulations and thanks to Dan and Dave and thanks to Paul Roberts for his years of service.

Next meeting scheduled for Thursday, November 16, 2023 at 7:30PM

Charles Smart moved to adjourn

Jim Berets: yes
Dan Ellard: yes
Dave Goldberg: yes
Jonathan Green: yes
Paul Roberts: yes
Charles Smart: yes

Meeting adjourned at 8:45PM