

Information Technology Advisory Committee (ITAC)
Town of Belmont
May 9 2024
Conference Room Virtual via Zoom

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: June 21, 2024
TIME: 9:17 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)
- Dan Ellard <gmail.com!ellard> (co-chair)(VM)
- Dave Goldberg <verizon.net!david.goldberg6> (co-chair) (VM)
- Jonathan Green <gmail.com!green.jbg> (VM)
- Kristin Nelson-Patel <gmail.com!kristin.nelson.patel> (secretary) (VM)
- Paul Roberts <gmail.com!paulroberts> (chair) (VM)

Voting Members Not Present:

- Jonathan Birge <mit.edu!birge> (VM)
- Phil Lawrence <live.com!plaw> (VM)
- Charles Smart <verizon.net!cnsmart> (founding chair) (VM)

Key:

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

Meeting called to order at 7:36pm

Corrected minutes from last time.

Motion to accept minutes

All Ayes - minutes approved at 7:39pm

In the March meeting Dan Ellard brought up the idea of revisiting subcommittees. He suggested that a larger group should be present to have that discussion.

Dan Ellard and Dave Goldberg received an IT update with Patrice Garvin, Town Administrator. Dave Petto has resigned.

Assistant IT manager Todd Constantino for the town also stepped down in the last few weeks. Police IT Admin, John Steeves announced his retirement later this year. Dave Goldberg sent Dave Petto an email

thanking him for his service and partnership. Patrice had talked to Matt Kuzmeskas (director of IT at schools) about consolidating the departments, which he did not support, but he did say he'd help support town IT operations as they find a replacement for Dave Petto. The town is likely to raise the town IT position to Director in order to attract candidates. There was some support from police for consolidation, but they also have specialized comms etc that require more knowledge than the typical sysadmin. It is hoped that having the IT skill set centralized rather than spread across town will help with coordination and improvements. ITAC was invited to help with the interview process. There was discussion of salary requirements to attract talent. ITAC may also be asked to look over the job requisition and to help with finding candidates. Kristin Nelson-Patel will ask connections for where town should look for candidates other than LinkedIn. It is hoped that the new IT Director will make full use of ITAC. The SLA ITAC helped the town put together years ago is still in place. From a day to day perspective, the town might be ok temporarily with just school IT support, but it's important to fill the position as quickly as possible. Kristin Nelson-Patel offers to help interview as well.

There will be about 15 minutes of time in the morning next week to introduce ITAC to the Belmont Municipal Light Board. Given ITAC's focus with them is cybersecurity related, Dave Goldberg thinks we should focus on ITAC's cybersecurity contributions and the creation of an IR plan, for which ITAC has been advocating. That meeting is Wednesday 5/15 morning at 7:30AM - ITAC is on from 8:00 to 8:15am. Dan Ellard and Kristin Nelson-Patel both can't attend.

Paul thinks he can try to attend. ITAC has proposed that the BMLB appoint one of ITAC's members, for representation on cybersecurity issues. Dave Goldberg circulated the draft changes to the charter. There was some discussion over how that would work while keeping the ITAC membership to 9. One scenario floated was that the Light Board could take one of the school committee member slots at the term transition. Another was just asking to add another member appointed by the board. Kristin Nelson-Patel asks if it's possible for the light board to just take over sponsorship of one of ITAC's existing members from their current appointment. Not clear.

Jim Berets joined the meeting at 8:02pm and Dave Goldberg recapped the news.

Jonathan Green asked what a quorum would be if ITAC had 10 members. Paul Roberts answered 6.

Paul Roberts suggested just adding a member. Or to distribute membership as 3 Select Board, 3 School Committee, 2 BMLB, 1 Library Committee instead of current 4 Select Board, 4 School Committee, 1 Library Committee.

Dave Goldberg still hopes to have a formal vote on this when more members are present. Dan Ellard said ITAC should propose specifics about how to redistribute members, so that the Select Board will be better able to take up the proposal. Another suggestion was to say that current members will serve out their terms but then the same committee may not be appointing their replacement. Dan Ellard looked on the town website to see who was appointed by whom, and the town website text was out of date. Action was taken to ask for update.

Dan Ellard suggested that it should be an annual agenda item to check the town website for accuracy and keep it up to date. General agreement.

Paul Roberts had a chance to attend the RSA conference and met with Dawn Capelli from Dragos. He mentioned that the Belmont Light Board had joined Dragos' private Information Sharing and Analysis Center (ISAC), but not sure about progress on other items, technology implementation, so ITAC should also follow up about that with BMLB on Wednesday.

Dan Ellard brought up other business: noticed on a town news group that town meeting will now only allow in-person. Kristin Nelson-Patel (TMM1) recounts recent Town Meeting vote on preferences, and that a wide majority favored having the hybrid option. Paul Roberts asked what ITAC should do about this. Dan Ellard would like us to reiterate that in-person-only town meetings exclude members with various limiting conditions. Kristin Nelson-Patel asked if there were particular pain points around technology that ITAC could help with. Dan Ellard agreed that ITAC could help figure out what was behind the decision. Paul Roberts (TMM8) was there at the Select Board Meeting when it was discussed. Two select board members voted for in-person-only TM, over the preference of the Town Moderator. Paul Roberts suggested that maybe a queueing app would allow people to not have to physically stand for so long in order to talk at TM. Paul Roberts spoke at that Select Board meeting and asked them to reconsider. Dave Goldberg asked the ITAC membership to draft a letter that can either be published in the Belmont Voice or sent to the select board. ITAC discussion about whether anything can be done this year. The hybrid options revert to pre pandemic rules in 2025 if the state legislature doesn't do anything to extend them. The pandemic special emergency legislation left it to individual town executives to make the decision for each town about making the hybrid option available. It was suggested that a bylaw amendment to require hybrid so long as it doesn't violate state law might be possible. Even if that succeeds though, it's moot when the special law expires in 2025. It was suggested that the special town meeting in the fall 2024 would be a good time to put something like that forward. Kristin Nelson-Patel suggested talking to Will Brownsberger about what's going on if anything about this in the state legislature. Paul Roberts agreed and said he had an email thread about it a while back. Will forward.

Dave Goldberg asked for any other business.

Next meeting settled on June 20th

Motion to adjourn accepted at 8:39pm