



**Town of Savoy
Massachusetts 01256**

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Select Board Meeting Minutes

Tuesday, April 4, 2023

Select Board Attendees: Gerry Bergeron, Russ Clarke, Justin Kaczowski

Recorder: Jennifer Downs

Attendees: Brenda Smith, Barbara Belisle, Melanie Glynn, Sarah Satterthwaite, Royce Buehler, Julie Pavia, Val Reiner

Meeting called to order at 5:00 PM by G. Bergeron, R. Clarke second the meeting.

Minutes:

- **COA cost to town:** B. Smith announced that Sara from Adams is rewriting the COA contract to identify the portion for which Savoy is due (\$6000) and that she would be receiving it via email. This reduces the town's total cost for the COA budget to \$4000 for FY24. She also stated that Sara would be available for the SB Meeting if needed and that the COA contract would need to be signed by June 30, 2023.
 - Attendees expressed appreciation for the senior bus services and that they would like to know what other services were available.
 - M. Glynn said that she had signed up for the COA newsletter and has never received it. And, that it would be nice if newsletter was written in the contract.
 - S. Satterthwaite said she would like it via email.
- **IT Assessment Grant:** J. Downs distributed copies of the IT assessment, email on computers, network diagrams showing AS-IT verse Future. J. Downs then briefed the board on the assessment from S1G LLC (Anders Johnson) and that it seemed to be lacking with respect to the computer's configuration and software. As a whole she felt the assessment was fairly good. J. Pavia then discussed the monthly cost identified in a contract from Entre Technologies (dated: 7/12/2022), some of which we could eliminate others would modify in an attempt to bring the monthly cost to a minimum. She also identified how the computers could be paired down eliminating 1 or more computers from the future network. After looking through the material, M. Glynn stated the assessment talked about the Fiber internet service and that nothing was mentioned about GoNetSpeed. J. Downs explained it was based the A. Johnsons' interview with the employees and nothing else, and that she had experienced a lot of latency accessing the internet through GoNetSpeed. It was then explained by M. Glynn that this was due to

the computer contending with 2 services, DCL and GoNetSpeed and DSL should be eliminated. . At this point M. Glynn identify updates to the AS-IS network diagrams that should show Verizon DSL to the Admins Computer and the Assessors, and that the DSL internet and Fax services would need to be decoupled. This discussion then led to the phone system that would also need to be incorporated such that each department would have their own phones.

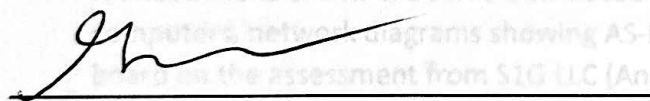
After some time, the board decided the IT Assessment was complete enough to write an RFP. B. Smith recommended an RFP Committee be started with J. Pavia, J. Downs, and M. Glynn since they have the experience needed with respect to the network and computers. The board agreed to the recommendation and asked if the 3 individuals would accept the RFP committee position. All three agreed and a meeting date was agreed upon for April 4th at 6:00.

- Attachment: IT Assessment
- Attachment: Anders Johnson's email on computer equipment
- Network Diagrams AS-IS verse Future.
- Business License (23028), reviewed, approved, and signed by the board.

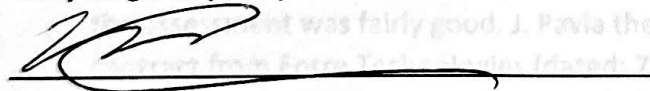
OPEN DISCUSSION – By Attendees

- B. Belisle – Requested purchase of a table, platform stairs and Message Center Sign for the Transfer Station Improvements using the RDP Grant. Board member approved request.
- J. Downs – Mentioned a previous discussion about using some of the RDP Grant for a cardboard compactor. B. Belisle stated that Cheshire had one and felt they didn't have enough cardboard to warrant the cost, and that that Savoy has even less than Cheshire. The board concurred.
- B. Belisle requested a new roof for the shed that contains cans & bottles, since a tree limb put a hole in the reiterating roof during the last storm. The board agreed to the repair and suggested it be patched in the meantime.

Meeting adjourned at 6:27 PM by G. Bergeron, Second by R. Clarke



Gerry Bergeron (Chair)



Russell Clarke

Justin Kaczowski