

TOWN OF MIDDLEBOROUGH  
NOTICE OF MEETINGS OF TOWN DEPARTMENTS AND ALL TOWN BOARDS

As required by Chapter 39 M.G.L.  
PLEASE TYPE OR PRINT LEGIBLY

NAME OF DEPT. OR BOARD BOARD OF SELECTMEN

DATE OF MEETING: Monday 12/13/10 TIME: 7:00 PM PLACE: Town Hall

\_\_\_\_\_  
Date and time received by Town Clerk

\_\_\_\_\_  
Clerk/Board member posting notice

MEETING CANCELLED: \_\_\_\_\_ DATE & TIME CANCELLED: \_\_\_\_\_

CLERK/BOARD MEMBER CANCELLING THE MEETING: \_\_\_\_\_

## AGENDA

### 1. Pledge of Allegiance

### 2. Announcements & Recognitions:

### 3. Minutes: 12/6/10 Regular

### 4. New Business - 7:05 PM

1. Vote to approve 2011 Liquor licenses
2. Vote extension of hours for New Year's Eve for Liquor licensed establishments
3. Vote to approve 2011 Class I, II & III Automobile Dealer licenses
4. Vote to approve 2011 Common Victualler licenses
5. Rescind 12/1/10 vote appointing COA members
6. Vote appointments to COA
7. Renewal of Lease with FBM Corp. (Benny's) for Centre St. Parking Lot property
8. Request to Acquire Creche - Central Congregational Church
9. Determine if Board will meet on 12/27/10
10. I.T. Assessment Implementation Task Force Update - Selectman Rullo

### 5. Hearings - Meetings - Licenses

### 6. Unfinished Business

### 7. Town Manager's Report

### 8. Correspondence

### 9. Other

### 10. Executive Session - Pending Litigation

### 11. Adjourn

**Middleborough Board of Selectmen  
Meeting Minutes**

**December 13, 2010**

Chairwoman opened meeting at 7:05 PM by inviting those in attendance to join in the Pledge of Allegiance.

**ANNOUNCEMENTS**

Chairwoman announced that Flu shots are still available. If interested, individuals may call the Public Health nurse.

The meeting is being taped by Comcast and is being aired live by Comcast and Verizon.

**MINUTES**

Upon motion by Selectwoman Duphily and seconded by Selectman McKinnon, Board voted to approve 12/6/10 meeting minutes. Selectman Spataro abstained.

**NEW BUSINESS**

2011 Liquor licenses

Upon motion by Selectman McKinnon and seconded by Selectwoman Duphily, Board voted unanimously to approve 2011 Liquor licenses as presented on the attached, with the exception of Shooter's, subject to receipt of signed certificate from Fire Chief & Building Commission as is required by Chapter 304 of the Acts of 2004 established for public safety.

New Year's Eve. Extended Liquor License Hours

Upon motion by Selectman Spataro and seconded by Selectwoman Duphily, Board voted unanimously to extend New Year's Eve closing time to 2 a.m. for those Common Victualler and Club licensees who are interested and only those have been approved for their 2011 liquor license.

Class I Automobile Dealer Licenses

Upon motion by Selectwoman Duphily and seconded by Selectman Spataro, Board voted unanimously to approve Class I Automobile Dealer licenses as presented on the attached, subject to confirmation that all taxes are paid.

Class II Automobile Dealer Licenses

Upon motion by Selectman McKinnon and seconded by Selectman Spataro, Board voted unanimously to approve Class II Automobile Dealer licenses as presented on the attached, subject to confirmation that all taxes are paid and pending verification of the following two items:

Middleboro petroleum – should be on Class II – is that GJI?

A&C Motorcycle – verify new address for list

The Board questioned why there are no stipulations on vehicles for Ventura and suggested that it be looked into.

**Middleborough Board of Selectmen  
Meeting Minutes**

**December 13, 2010**

Class III Automobile Dealer Licenses

Upon motion by Selectwoman Dughily and seconded by Selectman Spataro, Board voted unanimously to approve Class III Automobile Dealer licenses as presented on the attached, subject to confirmation that all taxes are paid.

Common Victualler Licenses

Upon motion by Selectwoman Dughily and seconded by Selectman McKinnon, Board voted unanimously to approve all Common Victualler licenses as presented on the attached, subject to confirmation no taxes are owed. Chairwoman asked Town Manager to have Health Officer look at the fee for these licenses and possibly consider an increase in the spring.

Upon motion by Selectwoman Dughily and seconded by Selectman McKinnon, Board voted unanimously to rescind the following vote taken on 11/29/10 regarding COA re-appointments:

“Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted unanimously to approve re-appointment of the following individuals to the Council on Aging Board of Directors for a One-year term, effective 11/1/12:

Barbara Chadwick, 6 East Grove Street  
Marilyn Chammas, 13 Lakeview Terrace  
Geoffrey Hebert, 167 Centre Avenue  
Anders Martenson, Jr., 20 Valley Road  
Betty Murphy, 83 School Street  
Arthur Turcotte, 840 Center Street  
James Waite, 5 Purchade Street.”

Upon motion by Selectwoman Dughily and seconded by Selectman Rullo, Board voted unanimously to re-appoint the following individuals to the Council on Aging for a three-year term ending on 11-1-13:

Arthur Turcotte, 840 Center Street  
James Waite, 5 Purchade Street  
Geoffrey Hebert, 167 Centre Avenue

Upon motion by Selectman Spataro and seconded by Selectman McKinnon, Board voted unanimously to renew lease with FBM Corporation (Benny’s) for the Centre Street parking lot property. Selectman Rullo asked the Town Manager if liability insurance covers anyone injured in the parking lot. Town Manager will make sure that it does.

Board considered request from Congregational Church to acquire the Creche. After lengthy discussion, Jane Lopes reminded the Board that there was a fund set up for the restoration of these figures. She said the committee could meet with the Congregational

**Middleborough Board of Selectmen  
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**December 13, 2010**

Church to discuss. The committee had previously looked into replacing the items, but it was going to be very costly. She believes there to be \$500 - \$600 funds remaining. Selectwoman Duphily thinks the church should get the Creche, but thinks that the Board should be responsible to make sure no other groups wanted it so that no one feels they were left out. Discussion continued. Reverend Smith addressed the Board and noted that the Church is trying to bring a gift to the Town of Middleborough. Whatever the Town chooses, the Church supports it. One of their Deacons has spent time looking over the figures and they'd like to display it someplace where everyone can see it. Have some artists in the congregation, but would discuss as a congregation as to how to approach the restoration. Chairwoman thanked the Reverend for his comments and for his letter of request. He handed Chairwoman a copy of tax exemption certificate. Chairwoman announced that the committee will report back to the Board on 1/31/11 with recommendation as to what to do with funds. Selectman McKinnon motioned to declare Creche as surplus. Motion was not seconded. Motion did not carry.

Selectman Spataro briefly left the meeting room. Upon motion by Selectwoman Duphily and seconded by Selectman Rullo, Board voted unanimously to not meet on 12/27/10.

Selectman Rullo gave an update of the I.T. Assessment Implementation Task Force Meetings to date. Selectwoman Duphily requested a copy of Selectman Rullo's report. Selectman Rullo provided the attached report.

Selectman Rullo gave update on MBTA Advisory Board meetings.

**TOWN MANAGER'S REPORT**

Upon motion by Selectman Rullo and seconded by Selectwoman Duphily, Board voted unanimously to authorize Wastewater Superintendent Todd Goldman to fill the vacant Sr. Operator position at the Wastewater Treatment Plant.

Town Manager provided the attached MIIA updates.

Town Manager noted letter of support written by him on behalf of Fire Chief Benjamin to be considered as a candidate for Fire Chief accreditation.

Town Manager noted letter sent to Post Master Frank Bowen from Anna Nalevanko, Director of OECD extending the Town's appreciation for the improvements that they have made to the Middleborough Post Office.

**CORRESPONDENCE**

#6 Selectman Rullo asked status re zoning violation. Town Manager updated the Board.

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#8 Selectman Rullo noted that the Town Health Department receipts show that the Town is ahead \$6,000 from same time, this month, last year.

Selectman McKinnon informed the Board that he attended the JTPG meeting. He motioned to make sure that the money we were given for the Rotary actually goes somewhere. Town Manager noted that D.O.T. District 5 sent us a letter indicating that everything is moving forward. He will get a copy of the letter to the Board.

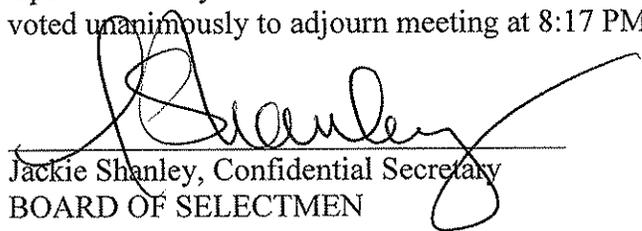
Selectman McKinnon noted that SRPEDD passed out informational literature listing most dangerous places crashes occur and most dangerous intersections, which include several intersections within the Town of Middleborough. These statistics were from 2006 – 2008. This was done prior to Rte. 44 being complete. He thinks there will be less now.

Selectman McKinnon noted that there is a law going through the state Senate and the House of Representatives, which is an act to revise the Zoning Bylaws that could impact all the cities and towns by forcing the new laws onto those cities and towns.

Selectman McKinnon attended the Plymouth County Commission meeting this month. Seventy five percent of the fees charged by the Registry of Deeds go to the state. Plymouth County doesn't have a Charter. The Charter Study Committee was to write a Charter.

Selectwoman Duphily noted that the crash report previously mentioned by Selectman McKinnon had been received by the Board months ago and she believes that the report included notation that the accident rates in those locations mentioned, have gone down.

Upon motion by Selectman McKinnon and seconded by Selectwoman Duphily, Board voted unanimously to adjourn meeting at 8:17 PM.

  
\_\_\_\_\_  
Jackie Shanley, Confidential Secretary  
BOARD OF SELECTMEN

## 2011 LIQUOR LICENSES

ISSUED TO	ADDRESS	TYPE OF LICENSE	Taxes Owed/ Municipal Charges
1 Middleborough Lodge 1274 Of d.b.a. BPOE of USA Building Assn. Phyllis Lovett, Manager	24 High Street	Club - All Alcohol	NO
2 Wankinguoah Rod and Gun Club, Inc. Eugene Femino, Manager	110 Pine Street (P.O. Box 307)	Club - All Alcohol	NO
3 Mitchell Memorial Club, Inc. Robert Monroe, Manager	29 Elm Street	Club - All Alcohol	NO
4 Christopher Building Association Robert E. Brady, Manager	262 W. Grove Street	Club - All Alcohol	NO
5 John J. Glass, Jr. Post 2188, VFW Robert Griswold, Manager	12 Station Street	Veterans' Club - All Alcohol	NO
6 Thomastowne LLC d.b.a. The Riverside Gid A. Fisher, Manager	58 E. Grove Street	Restaurant - All Alcohol	NO
7 DesRosiers, Inc. d.b.a. The Hideaway Restaurant Damon DesRosiers, Manager	9 Station Street (P.O. Box 589)	Restaurant - All Alcohol	NO
8 Fisher Enterprises, Inc. d.b.a. Fireside Grille David Fisher, Manager	30 Bedford St. (Rtes. 18 & 44)	Restaurant - All Alcohol	NO
9 Lorenzo's Italian Restaurant & Lounge, Inc. Angela Matfeo, Manager	500 West Grove Street	Restaurant - All Alcohol	NO
10 H.T.F., Inc. d.b.a. Harry's Bar & Grille Dina E. Fisher, Manager	407 West Grove Street	Restaurant - All Alcohol	NO

## 2011 LIQUOR LICENSES

ISSUED TO	ADDRESS	TYPE OF LICENSE	Taxes Owed/ Municipal Charges
Richard Lapham <b>d.b.a. Lisa's U.S.A. Pizza</b> Richard Lapham, Manager	547 W. Grove Street	Restaurant - All Alcohol	NO
Role Enterprises, Inc. <b>d.b.a. The Central Café</b> Michael Parsons, Manager	254 Center Street	Restaurant - All Alcohol	NO
The Cabin, Inc. <b>d.b.a. The Cabin</b> Todd Reimels, Manager	114 East Grove Street	Restaurant - All Alcohol	NO
Tiki Buddha, Inc. <b>d.b.a. Tiki Buddha Restaurant</b> Peter Wan Bun Wong, Manager	10 Merchants Way, Suite 1	Restaurant - All Alcohol	NO
Center Avenue, LLC <b>d.b.a. Center Ave. Café</b> Shawn A. Lemmo, Manager	160 Center Ave.	Restaurant - All Alcohol	NO
Stoney's Restaurant, Inc. <b>d.b.a. Stoney's Pub</b> Catherine M. Urolatis, Manager	456 West Grove Street	Restaurant - All Alcohol	NO
LittleJohn's Restaurant <b>d.b.a. Shooter's Steakhouse &amp; Sports Bar</b> John Hoban, Manager	360 Wareham Street	Restaurant - All Alcohol	YES
Lands End Enterprises, Inc. <b>d.b.a. Farrars Flat Iron Café</b> Deborah Locke, Manager	444 Centre Street	Restaurant - Wine & Malt	NO
Cape Donuts Plus, Inc. <b>d.b.a. Apazidis Family Restaurant</b> Ioannis Apazidis, Manager	194 East Grove Street	Restaurant - Wine & Malt	NO

## 2011 LIQUOR LICENSES

ISSUED TO	ADDRESS	TYPE OF LICENSE	Taxes Owed/ Municipal Charges
20 Dave's Diner, Inc. <b>d.b.a. Dave's Diner</b> John Spinetto, Manager	390 West Grove Street	Restaurant - Wine & Malt	NO
21 Gurukrupa, I, LLC <b>d.b.a. Middleboro Discount Liquors</b> Narendra H. Patel, Manager	422 West Grove Street	Package Store - All Alcohol	NO
22 Keyour, Inc. <b>d.b.a. Seven Star Liquors</b> Avind K. Patel, Manager	3 East Grove Street (Unit B)	Package Store - All Alcohol	NO
23 Gola Gola, Inc. <b>d.b.a. Jamies Fine Wine &amp; Spirits, II</b> Gina M. Pangione, Manager	10 Merchant's Way	Package Store - All Alcohol	NO
24 Savas Liquors, Inc. Iraki Savas, Manager	167 Center Street	Package Store - All Alcohol	NO
25 Cirelli Foods, Inc. <b>d.b.a. Cirelli Marketplace</b> John Santos, Manager	30 Commerce Blvd.	Package Store - All Alcohol	NO
26 Vir Liquors, Inc. <b>d.b.a. Kurt's Corner</b> Darshak V. Patel, Manager	353 Wareham Street	Package Store - All Alcohol	YES
27 Capeway Convenience Store, Inc. Peter Coletti, Manager	578 Wareham Street	Package Store - Wine & Malt	NO
28 The Convenience Store Joseph Sayah, Manager	414 W. Grove Street	Package Store - Wine & Malt	NO

## 2011 LIQUOR LICENSES

	ISSUED TO	ADDRESS	TYPE OF LICENSE	Taxes Owed/ Municipal Charges
29	B&B Village Enterprises, Inc. <b>d.b.a. Village Market</b> Christopher Moorby, Manager	208 Wareham Street	Package Store - Wine & Malt	NO
30	<b>New England Farms, Inc.</b> Thomas Pratt, Manager	447 Wareham Street P. O. Box 145, Assonet 02702	Package Store - Wine & Malt	NO

DEALER LICENSES "CLASS I"  
 CHAPTER 140 SECTION 59 - EXPIRES DECEMBER 31, EACH YEAR

NAME	CLASS																			
CLASS I & III CAN BE AUTOMATICALLY RENEWED - CLASS II NEEDS B.O.S. APPROVAL ANNUALLY AND IS ALSO REQUIRED FOR A CLASS II ONLY LICENSE																				
FEES: CLASS I & II - \$200.00	CLASS III - \$100.00																			
BUD'S TRAILER REPAIR - GERALD WAINO	CLASS I																			
16 CUSHMAN STREET & 432 WAREHAM ST																				
15 UNIT MAXIMUM																				
FOR BUD'S TRAILER - CLASS I & II GO ON THE SAME LICENSE																				
C & E AUTOMOTIVE, INC d/b/a C & E YAMAHA OF MIDDLEBORO	CLASS I																			
201 WEST GROVE ST	GRANTED																			
	1/17/2000																			
H. TINKHAM & SONS, INC. d/b/a HERITAGE CARRIAGE	CLASS I																			
72 EAST GROVE ST. MAIL REMINDER & LICENSE TO 103 EVERETT ST																				
MAXIMUM # OF TRAILERS AVAILABLE FOR SALE IS NOT TO EXCEED 114																				
METROPOLITAN WASTE EQUIPMENT, INC	CLASS I																			
22 CAMBRIDGE ST. - UNIT 6 - E911 CHANGE OF ADDRESS																				
MAILING ADDRESS: 1074 TURNPIKE ST., STOUGHTON, MA 02072																				
NO JOB RELATED VEHICLES ON PREMISES OVERNIGHT																				
TINKHAM, HENRY & SONS, INC.	CLASS I & II																			
103 EVERETT STREET																				
35 HORSE TRAILERS MAXIMUM																				

CLASS II LICENSES  
2011

NAME	CLASS
A & C Motorcycles, LLC	II
192 East Grove Street	
18 Vehicle Max/Closed Sundays	
AMS Automotive Center, Inc. Exit 3 Truck Center	II
448 Wareham Street	
25 Vehicle Limit/Center Lane Open for Emergency	
The Auto Liquidation Group	II
66-68 West Grove Street	
51 Vehicles	
Buds Trailer Repair-Gerald Waino	II
16 Cushman Street	
20 Vehicle Max/No Storage out front	
Buds Trailer Repair-Gerald Waino	II
432 Wareham Street	
10 Vehicle Max	
Joseph T. Freiday - Freidays Auto Sale, Inc.	II
135 South Main Street	
40 Vehicles/38 for Safety	
Sam Ghani, Inc. Gas Depot & Service	II
5 Station Street	
3 Vehicles Max	
Hylan Group, LLC Hylan Auto Sales	II
90 East Grove Street	
55 Vehicles Max	
Joseph's Auto Sales, Inc. Joseph F. Pursley	II
428 Wareham Street	
30 Vehicles Max	

CLASS II LICENSES  
2011

Tinkham, Henry & Sons, Inc.	II
72 East Grove Street	
114 Trailers	
Peter Geilear - Tom Auto	II
232 West Grove Street	
14 Vehicle Max	
Topham Automotive, Inc.	II
85 East Grove Street	
6 Vehicle Max	
Robert J. Ventura-Ventura Motors	II
307 Wood Street	
No Stipulation on Vehicles	
William F. McDermott-Yankee Auto Sales	II
85 Everett Street	
2 Vehicles Max	
Runwell	II
195 East Grove Street	
45 Vehicles Max	
Wareham Street Motors	II
491 Wareham Street	
10 Vehicles Max	
Franks A42BLE Used Cars	II
451 Wareham Street	
15 Vehicles Max	
TNS Auto	II
668 Wareham Street	
14 Vehicles	
GJI Inc.	II
99 West Grove Street	
15 Cars	

CLASS II LICENSES  
2011

Junior's Automotive Sales & Service, Inc.	II
359 West Grove Street	
60 Vehicles	
Kelly's Tire Mart, Inc.	II
523 West Grove Street	
10 Vehicles Max	
Leonel P. DaCosta-LD Auto Sales	II
254 Wood Street	
1 Vehicle Max/Parked on Bermed Area	
Norm's Repair, Inc.	II
258 Old Center Street	
10 Vehicles For Sale/10 Vehicle Repair	
Elli Saliba-Platinum Auto Export	II
18 West Grove Street	
NO Vehicles on Property	
28 Auto Works-Hilary J. Bury	II
463 Wareham Street	
10 Vehicle Max	
Southeast Motors, Inc.	II
603 Wareham Street	
40 Vehicles Max/ No Cars on Impervious Surface	
Stoltz, Robert - R&S Auto Sales	II
161 Wareham Street	
50 Vehicles/Fence on Front of Property	
Robert Weaver - Sports LTD	II
539 Wareham Street	
25 Vehicles Max/No Employee Vehicle on Street	
Tinkham, Henry & Sons, Inc.	II
103 Everett Street	
35 Horse Trailers Max	

# DEALER LICENSES

## CHAPTER 140 SECTION 59 - EXPIRES DECEMBER 31, EACH YE

NAME	CLASS	CLASS I & II - \$200.00	CLASS III - \$100.00
<b>CLASS I &amp; III CAN BE AUTOMATICALLY RENEWED - CLASS II NEEDS B.O.S. APPROVAL ANNUALLY</b>			
<b>A BOND IS ALSO REQUIRED FOR A CLASS II ONLY LICENSES</b>			
FREEDMAN'S, INC. 162 EAST GROVE STREET	CLASS III		
CEDRIC & DAVID ZION d/b/a MIDDLEBORO AUTO SALVAGE 170 BEDFORD STREET	CLASS III		
PITTSLEY, WALTER L. AUTO SALVAGE - JOHN SYLVIA 453 WAREHAM STREET LISTED IN TAX REC. AS #151 WAREHAM ST. PER E911 CHANGES	CLASS III		
ZION, HANK AUTO SALVAGE, INC. (no name is to appear on this lic. as it is a corporation) 124 BEDFORD ST	CLASS III		
ZION, WALTER W. USED AUTO PARTS, INC. 128 BEDFORD STREET	CLASS III		







One Winthrop Square, Boston, MA 02110  
617-426-7272 or 800-882-1498  
Facsimile 617-426-9546 • www.emiia.org

December 1, 2010

RE: MIIA Board Approves \$2.5M in Additional Participation Credits for Fiscal Year 2011

Dear MIIA Member:

It is our pleasure to inform you that the MIIA Property & Casualty Board voted to award \$2,500,000 in additional Participation Credits for fiscal year 2011. Participation credits were initiated several years ago as a way of rewarding Members for long-term commitment to the principles of risk management and loss prevention that are the foundation of the MIIA programs. The longer a member participates, the higher the credit. Recognizing the difficult fiscal environment facing cities and towns, the MIIA Board and management are committed to providing needed financial relief to our members while maintaining the long-term financial stability of the program. MIIA's actuaries undertook a thorough analysis and the release of these credits is consistent with sound financial targets for the program. A credit statement will be sent to you shortly indicating your share of the overall participation credit.

We are also pleased to announce funding for a second round of loss control grants. The Board approved \$225,000 in funding for the current fiscal year. The program is designed to encourage members to engage in loss prevention and risk management practices. This latest round of funding will emphasize loss control activities in the DPW departments and include funding for organization development activities. Look for more details on the program in a forthcoming mailing.

At MIIA, we continually look for ways to provide our members with tools to manage costs, and we constantly examine ways to better manage the costs of the services that we offer to our members. To that end, we recently undertook a review of the EAP services to determine if we could provide those services in a more effective manner. Currently, employees can avail themselves of up to six face-to-face visits with an EAP provider at no cost to either the employee or the member. MIIA will continue to offer the services at no cost to the member, however, we will be changing how individuals access the EAP service provider beyond the initial three sessions. Individuals will be able to access additional visits with approval of AllOne, your EAP service provider, if it is determined that a limited number of additional visits will benefit the individual. We will be sending information on this change under a separate mailing.

We are pleased to provide you with these additional benefits and cost-saving tools at a time when so many of you are in need of additional resources. We greatly appreciate your support and continued commitment to MIIA.

Sincerely,

A handwritten signature in black ink, appearing to read "Geoff Beckwith".

Geoff Beckwith  
President

A handwritten signature in black ink, appearing to read "Stanley Corcoran".

Stanley Corcoran  
Executive Vice President

IT Assessment Update to Selectmen  
Date 12/15/2010

The committee has met four times, primarily gathering information and verifying the relative status of our IT infrastructure.

On November 3<sup>rd</sup> the committee met for the first time and got a review of the consultants report by Sheldon Cohen to get everyone on the same page. The committee also decided that we would focus on the following recommendations:

- Assessment of the financial software ACS
- Wireless backup for the towns LAN
- Combined IT Organizational Structure
- Strategic Plan for IT

The Town Manager and department heads would focus on the following recommendations:

- Data Backup
- Business continuity and Disaster Recovery Plan
- Implementation of Electronic registers for Town Clerk and Town Treasurer

On November 10<sup>th</sup> we met with Jack Davis CEO of Sideband Systems to discuss options related to a wireless backup to our LAN. The committee will discuss this on December 15<sup>th</sup>.

On December 1<sup>st</sup> we were given a presentation by Carrie Ann Seltzer from ACS and Joshua Garfinkle from CIM Strategies and IBM strategic Partner. We learned that ACS has 200 customers nation wide with only 2 in Ma. ACS is doing mandatory updates for statutory updates but is not actively doing development updates. We also learned that they are no longer supporting the collection module and we are currently supporting that module in- house. The system is currently stable and meeting our requirements but clearly the long term viability is in question. We also learned that we can decentralize processes and implement electronic cash registers, and do ad hoc reporting with some training.

We were under the impression that our processing server for ACS was an AS400 but we were told that we are using an I Series Power Server. This uses one year technology and in the opinion of Joshua it should meet our needs for the next 10 years.

On December 8<sup>th</sup> we reviewed our current infrastructure and were given a tour of the IT department in the town hall. Based on the information provided by our IT Director and Mark Mobley of the school department our current used desktops and software need to be updated with most excess of 7 years. In addition network hardware such as switches and servers need to be updated. This appears to be our greatest immediate need. But the committee will be reviewing the capital needs and setting priorities and timelines for its objectives during our next meetings.