

**Danby Town Board  
Minutes of Special Meeting  
October 27, 2012**

**Present:**

Supervisor: Ric Dietrich  
Councilpersons: Leslie Connors, Kathy Halton

**Absent:**

Councilpersons: Dan Klein, Dylan Race

**Others Present:**

Town Clerk Pamela Goddard  
Deputy Clerk Sue McLellan

**A Special Meeting of the Danby Town Board was opened at 10:10am.**

**Computer Upgrades/Information Technology Support**

Continued discussion of the proposed SCT computer contract and implications of computer upgrades and a municipal computer server. McLellan and Goddard answered questions from the Board.

A report of meeting between Dylan Race and representative of SCT Computers was given. There is no local administrator. Local upkeep will be paid on an hourly basis at approximately \$65 per hour on an "as needed" basis. Most visits are in the range of 1-2 hours.

The 2013 budget includes funds to replace computers in the Code Enforcement Office. The current resolution will cover initial setup and replacement of two computers in the Town Clerk's office.

There was a discussion about the administration of shared documents.

**RESOLUTION NO. 98 OF 2012 - TO AWARD COMPUTER SYSTEMS CONTRACT**

**Whereas**, The Town of Danby Office computers, including those in the Town Clerk's Office, Code Enforcement Office, and Highway Department, are in need of upgrades and replacement, and

**Whereas**, Municipal Computer Systems and Information Technology upgrades are encouraged through periodic New York State "IT Audits", and

**Whereas**, Computer Systems required for operating crucial Town software are required to upgrade to Windows 7 and older systems will no longer supported, and

**Whereas**, The Danby Town Clerk's Office has gathered three quotes for computer systems support; including the establishment of a server, software upgrades, and the replacement of two office computers in the Town Clerk's office,

**Now Therefore It Is**

**Resolved**, that the Town Board of the Town of Danby approves the Town Departments' decision to accept SCT Computers bid to set up a computer server system, upgrade software, and replace two computers in the Town Clerk's Office. The amount, no more than \$5,500.00, to be paid two sevenths out of the Highway Department Fund Balance and five sevenths out of the General Fund Balance.

**Moved by Halton, Second by Dietrich. The motion passed.**

**In Favor: Connors, Halton, Dietrich**

**Adjournment**

The Meeting was adjourned at 10:24pm.

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Pamela S. Goddard, Town Clerk