

*Approved 5.21.2015*

**Town of Fenwick Island, Delaware**

***Technology Committee Meeting  
February 20, 2015  
10:00 AM***

Call to Order and Flag Salute - Chair Gene Langan

Committee Members Present: Gene Langan, Mary Ellen Langan, Bill Weistling, Diane Tingle, Frank Serio, Gardner Bunting

Members absent: Buzz Henifin

Others present: Town Clerk Poole, Town Manager Burke

**Motion:** Motion made to approve the minutes of December 16, 2014 – Council Member Tingle,  
**Second:** Council Member Weistling. Minutes approved.

Town Manager Burke presented the needs/issues of the Town's phone system status.

- Town Manager Burke prepared a bid package and sent out to several vendors and received one (1) bid proposal from Delmarva VoIP LLC for \$5,200. Current System is with Communications and Wiring, Lou Reeves, stated that phone units only could be replaced at about \$1,200. Town Manager Burke suggested staying with the current system with updated phones and watching how Dewey Beach does with their new VoIP System. Chair Langan stated that we should stay with the current phone system with updated phone units.
- Town Manager Burke stated that Comcast Business is our current provider and from what we have seen through research our savings maybe 10-15% if we change to VoIP. However there is a large fixed cost.
- Mary Ellen Langan asked, "What is involved to stay with our current system?" Town Manager Burke stated new phone units, some jacks, new updated phone unit board, etc.
- Town Manager Burke stated that he reached out to Comcast and was sent to a third party vendor.
- Mary Ellen Langan said that we should stay with the current system but with upgrades. Chair Langan added that we can always upgrade to VoIP at a later date.
- Town Manager Burke stated that Solutions Plus was hired to do an evaluation on the Town's phone system and wiring and concurred that the wiring was acceptable and no additional wiring was needed.

Members were asked:

Gardner Bunting – stay with the current system with upgrades

Diane Tingle – stay with the current system with upgrades

Frank Serio – stay with the current system with upgrades. He checked with his phone technician and was advised to stay with the digital system.

Bill Weistling – stay with the current system with upgrades and follow up with Dewey Beach for updates on their new VoIP System.

Chair Langan stated that Town Manager Burke will get new quotes and we will update council on replacing/upgrading the current phone system.

**Motion:** Motion made to upgrade the current phone system – Council Member Tingle

**Second:** Council Member Bunting

**Vote:** (6-0)

Old Business: Credit card updates – Town Manager Burke stated that Business Licenses and Building Permits have been added to the list for credit card charges. Only a few transaction so far.

New Business: Town Manager Burke stated that the Town has no Fire Wall currently on the server. The Town has about \$1,300 in the network systems and \$5,000 in the IT capital budget. Solutions Plus has submitted a proposal for \$130.00 for the installation of the new Fire Wall. Town Manager presented to committee for approval.

Town Manager Burke stated that he was hiring someone to start the scan project.

The next meeting is May 21, 2015 at 10:30 a.m.

**Motion:** Motion made to adjourn – Bill Weistling

**Second:** Mary Ellen Langan

Meeting adjourned at 11:15 a.m.

Linda Poole, Town Clerk