

**EAST HAVEN PUBLIC LIBRARY INC.
SPECIAL BOARD OF TRUSTEE MEETING MINUTES
JUNE 4, 2015**

MEMBERS PRESENT

Sylvia DePalma
Stephen Haddon
Noah Cifarelli
Ronald Whitney
Michael Enders

MEMBERS ABSENT

Eileen DeMayo
Katy Klarman
Lorena Venegas
Carol Scussel

ALSO PRESENT

Bruce George, Library Director
Lucille Huelin, Board Clerk
Katie Trombetta, Network Consultant, Total Communications Inc.
James DeRico, Owner, Interoptic Systems
Thomas Sweda, Director of Systems, Bibliomation
Genieve Francis, Remote Site Coordinator/Network Support, Bibliomation

1. **Call to Order:** Sylvia DePalma called the meeting to order at 7:00 pm.
2. **Approval of Frontier Communication's Fiber Optic Internet Contract and Payment of Annual Fiber Optic Internet:** Bruce George presented the proposal by Interoptic Systems working with Total Communications Inc. for doing the work to bring Fiber Optic Cabling to the Library. James DeRico spoke briefly about Interoptic Systems, which is an agent/subcontractor for Frontier Communications. They would be installing the Fiber Optic cabling for the computers/internet systems only. Phone and fax services will stay with the town's system. The cost to upgrade the phone system at this time is too expensive. It could take up to six months to complete the upgrade. Billing will start when the system goes live. Total cost for the new internet service will be \$6,913.80 per year for a three year contract. The new Internet service plus current phone and fax costs will be approximately \$8,625 per year. Thomas Sweda from Bibliomation spoke in regards to bibliomation's part in this upgrade. He did have some new information regarding a program by CEN, Connecticut Education Network. On June 3, 2015 the state signed a bill that will give funds to CEN, which will be used to upgrade Libraries, Universities and Schools in Connecticut to a faster fiber optic system at no cost. The funds were just approved so it may take about six months for CEN to start this project. We do not know where the library would be placed on the list of priorities and it could be anywhere from 6 months to 3 years for this work to take place. If this were to take place then there would be no cost to the Library to get the fiber optic cabling. Thomas asked if Interoptic would refund any of the funds if CEN came through before the three year contract was up, the answer was no. It would be

very easy to switch over from Frontier to the CEN service after the three year contract ends if CEN was available at that time. After some discussion the board agreed that at this time the options are, go ahead with this contract or wait six months to three years or longer, for the state to provide this service. The Board agreed that Bruce should contact Thomas Sweda and find out when the CEN Advisory Board will be meeting and to try and get a time table from them on when work will begin and what Libraries, schools or universities will be first. This discussion will continue at the next regular scheduled meeting in June.

3. **Approval of Inter optic Systems Contract for Internal Network Cabling/Upgrade and Payment for the Contract:** This contract will cover the expense of installing the cabling from outside to each station/computer in the library. This will be for approximately 50 stations. Stephen Haddon did not agree with this contract, he stated the cost was too high. After some discussion it was agreed that quotes should be gotten from other companies for this type of service. Bruce will look at other companies and bring this information to the next meeting.
4. **Approval of Electrical Work and Payment:** This item was tabled, Bruce will check with DFG for a quote for additional work. This will be brought to the Board at the next meeting.
5. **Adjournment:** Sylvia DePalma adjourned the meeting at 8:23 pm.

Respectfully Submitted,
Lucille Huelin

Lucille Huelin, Board Clerk