

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, December 15, 2014

6:30 p.m.

Hampden Town Office

1. Meeting Minutes
 - a. December 17, 2014
2. Review & Sign Warrants
3. Old Business
4. New Business
 - a. Computer Reserve Use Request
5. Public Comment
6. Committee Member Comments

FINANCE & ADMINISTRATION COMMITTEE MINUTES

Monday, December 1, 2014

Attending:

Mayor Carol Duprey	Town Manager Sue Lessard
Councilor Greg Sirois	Councilor-Elect Dennis Marble
Councilor Ivan McPike	Councilor-Elect Terry McAvoy
Councilor David Ryder	Resident Alex King
Councilor William Shakespeare	
Councilor Jean Lawlis	

The meeting was opened at 6:30 p.m. by Mayor Duprey.

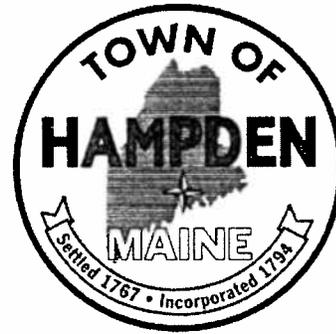
1. Meeting Minutes
 - a. November 17, 2014 – Motion by Councilor McPike, seconded by Councilor Sirois to approve the minutes as presented. Unanimous vote in favor.
2. Review & Sign Warrants – Payment warrants were signed by Committee members.
3. Old Business - None
4. New Business - None
5. Public Comment - None
6. Committee Member Comments – None

The meeting was adjourned at 6:35 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

MEMO



To: Sue Lessard
From: Kyle Severance
Date: 12/08/2014
Re: Request to spend from Tech Reserve 3-711-00

Message:

A portion of the money that has been set aside for years in the Tech Reserve has been designated to replace the councils' laptops with tablets. According to my records, the current laptops are six years old and on a replacement cycle to be replaced every four years. There is a new council starting next month which makes for a perfect time to smoothly transition from laptops to tablets. Tablets are more user-friendly, less prone to viruses, and generally less expensive compared to Windows 8 laptops (when combining cost of software licensing). There is a total of \$3500 set aside in the reserve to be used towards the replacement. This will allow for seven iPad Air WIFI tablets with keyboard/case. For an additional \$30 per tablet I would highly recommend screen protection. A total of \$3710 is being requested for this replacement. Thank you for your consideration.

If you have questions, please let me know.

Thank you,

Kyle