



RECEIVED

By Town Clerk's Office at 1:24 pm, Feb 26, 2020

TOWN OF BURLINGTON

DEPT./BOARD: Joint Meeting of ISAC and Capital Budget

DATE: Monday March 2, 2020

TIME: 7:30 PM

PLACE: Meeting Room B – Town Hall Annex

Meeting Posting

Notice of Public Meeting – (As required by G.L. c. 30 A, c. §18-25)

Proposed Agenda - Initial

- 1) Call to Order
- 2) Executive session for purposes of discussing security software
 - a) Roll Call Vote
 - b) Discussion
 - c) Exit Executive Session
- 3) Adjourn





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By Town Clerk's Office at 1:24 pm, Feb 26, 2020

TOWN OF BURLINGTON

DEPT./BOARD: ISAC
DATE: Monday March 2, 2020
TIME: Immediately following Joint Meeting with Capital Budget, approximately 8:00PM
PLACE: Meeting Room B – Town Hall Annex

Meeting Posting

Notice of Public Meeting – (As required by G.L. c. 30 A, c. §18-25)

Proposed Agenda – Rev 1

- 1) Call to Order
- 2) Discussion of draft ISAC bylaw
- 3) Review and Approval Meeting Notes
- 4) Any Other Business
- 5) Adjourn





RECEIVED

By Town Clerk's Office at 10:28 am, Apr 07, 2020

TOWN OF BURLINGTON

Meeting Minutes

DEPT./BOARD: Information Systems Advisory Committee

DATE: 03/02/2020

TIME: 8:00 PM

PLACE: Town Hall Annex, Meeting Room B

MEMBERS IN ATTENDANCE: Gerald Beuchelt, Dave Miller, Rob Nevfeld, Jose DeSousa, Joe Bongiorno, Philip Pascale, Larry Warfield, David Hughs, Steve Morin, Daniel McCormack, Melinda Beuchelt

MINUTES

Approval of Agenda:

The agenda was unanimously approved as distributed at 9:05 PM.

Approval of Minutes:

The committee voted unanimously to approve minutes from the previous meeting, adding Daniel McCormack to the list of attendees at 10:02.

Discussion of Draft ISAC Bylaw Article

The committee voted unanimously to adopt the bylaw article as amended for submission to the Bylaw Review Committee and, if no new changes are needed, to submit the bylaw article to the Board of Selectmen for May Town Meeting.

Edits by ISAC:

1. Throughout bylaw article: replace "ISAC" with "Committee"
2. Introduction:
 - a. Include citizens (to read "... and have an adverse financial and other impacts to the town and its citizens")
3. Committee Charter:
 - a. At the end of the first paragraph, add "This committee does not replace or extend the town's information systems structure"
 - b. Bullet point #2: remove, "governance" from bullet point #1 covers purchases
 - c. Bullet point #3: change "attack vector" to "issues"
 - d. Bullet point #4: delete





TOWN OF BURLINGTON

Meeting Minutes

- e. Bullet point #5: add “likelihood or impact”, to read “Providing recommendations to reduce the likelihood or impact of a successful attack”
 - f. Bullet point #7: change to read “Assessing and recommending for approval future security initiatives”
 - g. Bullet point#8: change beginning to “Ensuring the integration of relevant...”, to read “Ensuring the integration of relevant information from regulatory organizations and standards bodies such as ...”
4. Committee:
- a. Change the composition of the Committee as follows:
 - i. 5 members are appointed by the Board of Selectmen
 - ii. 1 member is appointed by each of the following Town entities: Town administration, public safety, school department, the library.

Other Business:

n/a

Adjournment:

The committee voted unanimously at 10:03 PM to adjourn the meeting.





RECEIVED

By Town Clerk's Office at 10:29 am, Apr 07, 2020

TOWN OF BURLINGTON

Meeting Minutes

DEPT./BOARD: Information Systems Advisory Committee

DATE: 03/02/2020

TIME: 7:30 PM

PLACE: Town Hall Annex, Meeting Room B

MEMBERS IN ATTENDANCE: Gerald Beuchelt (ISAC), Dave Miller (ISAC), Rob Nevfeld (ISAC), Jose DeSousa (ISAC), Joe Bongiorno (ISAC), Philip Pascale (ISAC), Larry Warfield (ISAC), David Hughs (ISAC), Steve Morin (ISAC), Daniel McCormack (ISAC), Ernest Zebolotny (Capital Budget Committee), Melinda Beuchelt (ISAC)

MINUTES

Executive Session:

The committees voted unanimously, with no abstentions, at 7:35 PM to go into an executive session to discuss security software architecture in the Town.

The committees voted unanimously, with no abstentions, at 8:56 PM to end the executive session.

Adjournment:

The committees voted unanimously, with no abstentions, at 8:57 PM to adjourn the meeting.

