



Town of Hooksett

WARRANT ARTICLE REQUEST FORM

Revised 1/31/2024

Date of Request: July 10, 2023

Date of Town Meeting: March 12, 2024

Name of Department Submitting Request: Administration

1. Please provide the wording of the proposed article.

To see if the town will vote to establish an Information Technology (IT) Capital Reserve Fund under the provisions of RSA 35:1 to replace and upgrade technology and communication equipment as necessary and appropriate the sum of **\$40,000.00** to be placed in this fund; further, to name the Town Administrator as agent to expend from said fund. The estimated tax rate impact is \$0.01. Recommended by Town Council (6 Yes – 0 No); Recommended by Budget Committee (9 Yes – 1 No).

2. Voters' Guide Explanation.

The purpose of this article is to establish a Capital Reserve account with the aim of implementing a thorough strategy for installing new technology and software as well as replacing and upgrading technology, software, and communication equipment. This strategy will ensure timely and suitable enhancements to address evolving requirements. The items encompass firewall protection, networks, switches and any other essential technology, software, and communication equipment to keep the Town of Hooksett abreast of the latest technological advancements.

3. If this article is not passed at Town Meeting or approved by the Town Council, what affect would this have on your department goals and programs?

The Administration budget includes limited funding for the replacement of desktops, laptops, and iPads across all Town departments. While the Administration aims to plan for larger projects such as firewall replacements, server upgrades, and implementing new software, unforeseen issues often arise, leading to a scramble for funding. One of our primary objectives is to ensure the comprehensive protection of the Town of Hooksett while providing the necessary technology for all departments to effectively carry out their responsibilities.

4. Is any further information necessary for the deliberation?

The Administration and Block 5 (Hooksett's IT Company) have previously established a computer replacement program. However, when unexpected issues arise, the funds allocated for replacements are redirected to address these unforeseen matters, causing delays in adhering to the scheduled replacement timeline. The \$40,000.00 sum is not an annual request. Rather, the annual request is contingent upon the prior year's spending. The objective is to ensure funds are accessible in the event of unforeseen needs, such as critical IT equipment malfunctions. This capital reserve account would support the urgent and essential IT needs of the Police Department, Fire Department, Public Works, Recycling and Transfer and the Town Hall.

Below are examples of projects that could have been done from the reserve, instead of finding funds or delaying scheduled replacements.

Project	Description	Completion Date	Cost
TH - New Firewall	Firewall out of support since before Block 5.	1/28/2020	\$ 2,762.50
TH - New Wireless AP's	The wireless infrastructure lacked security. Installed 4 Fortinet access points which will broadcast only a private	1/28/2020	\$ 4,234.00
FD - New UPS	Install new battery and card needed after failure	5/28/2020	\$ 704.99
PD- Shot Detection System Access	Configure and support dedicated workstations to connect securely to the schools network via VPN	6/16/2020	\$ 1,635.00
TH- Gymnasium	Updated and configured new AP, installed and secured rack, installed switch	12/21/2020	\$ 2,042.87
FD - SQL Licensing Upgrade	Hooksett outgrew the SQL Licensing required for Firehouse	12/22/2021	\$ 2,124.00
PD- IMC Virtualization	Virtualized IMC Switch Machine to run in the server environm	2/25/2022	\$ 1,557.00
PD- UPS Battery Replacements	New UPS batteries	10/6/2022	\$ 601.49
TH- Added Desktop	Added Desktop for Town Clerk	6/1/2022	\$ 950.00
TH- Added Desktop	Added Desktop for Deputy Town Clerk	10/19/2022	\$ 950.00
TH - New Printers	Configure new printers throughout the town hall.	10/28/2022	\$ 702.00
PD- New UPS	Install and configure new UPS, network management card, and email alerts from card	5/28/2023	\$ 1,000.00
FD - New Switches	FD outgrew their current switching needs. If a single switch failed, that would leave dozens of devices offline and unable to reach the network.	6/27/2023	\$ 9,679.02
PD- New Switches	PD outgrew their current switching needs. If a single switch failed, that would leave dozens of devices offline and unable to reach the network.	6/27/2023	\$ 9,679.00
<u>ARPA FUNDING</u>			
PD - Network Rewiring	The network cables for the second floor needed additional length due to the renovation of the Safety Center. When the renovation was completed, it focused on the first floor, not	10/19/2023	\$ 4,192.90
PD- Dispatch Supervisor Workstation	This workstation needed replacement and at a higher cost than a regular workstation due to the job and the requirements of the computer.	7/13/2023	\$ 2,379.00
TH - Server Room Upgrades	Network upgrades, server cabinet, redundant switches	Not Completed	\$ 7,770.00
TS - Network Upgrade	No firewall or security services currently. Install a basic fortigate firewall and access point to provide connectivity while protecting the computers.	Not Completed	\$ 3,413.03
PW- Network Upgrade	Remove aging and failing network equipment and replace it with new up to date switches with warranty.	Not Completed	\$ 4,925.60
TH- Vmware Licensing Upgrade	Current licensing requires all client virtual machines be turned off to conduct maintenance which is downtime for the client. Upgrading this allows maintaince during business hours without experiencing downtime. This is required by Block 5 to properly maintain the performance and security	Not Completed	\$ 11,479.62
TH - Switch Upgrade	Additional capacity, increase speed and better redundancy	Not Completed	\$ 10,043.73