

Town of Pepperell
Goals and Objectives Form
March, 2010

Fiscal Year 2011 brings challenges and it continues to require the need to plan for effective services.

Please complete this form during the month of March, and review with your respective boards by April 15 to allow for publication prior to Annual Town Meeting, May 3, 2010.

Department: Information Technology

One document for each set of Goals & Objectives

GOAL: (One sentence)

Develop the town's computer systems, infrastructure, and network security to meet the growing requirements of the town departments.

OBJECTIVE: (One to three sentences)

Establish data connectivity between all town functional locations

Tasks or Activities (List two-three pertinent projects, with time lines).

Increase the bandwidth at each site in order to support inter-site virtual private network (VPN) connections.

Setup and configure new unified threat management (UTM) systems at each site; configure VPN.

Add each site to the Active Directory network structure in order to provide better administration and support of town systems.

GOAL: (One sentence)

Create an internal website ("intranet") for town employees' use

OBJECTIVE: (One to three sentences)

Improve data sharing capabilities to further communication efficiency

Tasks or Activities (List two-three pertinent projects, with time lines).

Get input from town departments about how they would be best served by an intranet

Setup and configure a server to run the web server

Install and configure the intranet software

Setup user permissions in order to allow each department to upload necessary documents and/or input data

GOAL: (One sentence)

Apply technology to assist each town department

OBJECTIVE: (One to three sentences)

Assist the various town departments by using technology to help them work more productively and efficiently

Tasks or Activities (List two-three pertinent projects, with time lines).

Spend time with each department to see how their job is performed and observe how technology is currently used

Determine if changes could be made to their current technology usage or if additional technologies could be used

Test changes to current technology/additional technology

Document new departmental technology procedures