

**MINUTES OF THE REGULAR MEETING OF THE  
ADVISORY COMMISSION ON CAPITAL EXPENDITURES  
JANUARY 13, 2022  
7:00 P.M.  
Zoom Meeting Only**

**Present via Zoom teleconference:** Michael Stevens, Ed Basile, James Mol, Nicole Greco, Dustin Rose, Jen Horn and Brad Belcher

**Also in Attendance:** First Selectman Moll, Suffield Police Chief James Canon, Suffield Police Captain Robert Palmer and IT Director Becky Osleger

**Chairman Stevens** called the meeting to order at 7:00 p.m.

**Public Participation**

None.

**Approval of Minutes from December 9, 2021 Regular Meeting**

E. Basile motioned and D. Rose seconded to approve the Minutes from the December 9, 2021 Regular Meeting as presented. Vote: 5-0 in favor. Motion passed unanimously.

**Presentation from Rebecca Osleger – IT Department**

**Rekor License Plate Readers - \$12,000**

**Ms. Osleger** reported on the Rekor License Plate Readers and invited **Chief Canon** and **Captain Palmer** to provide input as well.

In collaboration with the Suffield Police Department, the IT Department is seeking to implement a robust vehicle recognition solution to increase public safety. The department will install ten (10) LPR's at various intersections throughout the town, focusing on boarder intersections. This this will provide the best possible coverage to protect the entire Town of Suffield.

As part of this purchase, the Police Department will have the opportunity to share data via the Rekor One software, which is the only technology solution that enables advanced machine learning license plate recognition, AI- based native vehicle attribute distributed video management, alerting, and sustainability information, all from a single optical sensor.

Unlike our cameras installed at our town facilities, LPR cameras are specifically deployed for the singular purpose of capturing license plate details. These cameras will give Suffield Police Department the ultimate evidence-gathering tool and will provide Suffield Police Department with critical, indisputable video footage to investigate crimes such as; ATM Theft, vehicle thefts, illegal dumping, business crimes, parking lot crimes, violent crimes and evading accidents.

These cameras can capture accurate license plate scans in any weather or lighting conditions from vehicles traveling at speeds up to 130mph. The ease of use allows officers quick access and quicker resolutions to cases.

**Chief Canon** provided additional detail on how the software will work for the town and how the real time information can assist our officers as well as the benefit of sharing it regionally. **Chief Canon** said there should not be any invasion of privacy issues with these cameras. He also confirmed that there are storage capabilities, although he could not speak to the exact amount of time information is stored. **Ms. Osleger** will look into the storage/retention question and follow up. Contracts terms and possible residual costs were also discussed. If additional cameras are needed, it should not be a problem to expand.

- **Total Cost breakdown**

- For a 5 year contract - \$12,000 per year
- Year One (1) IT is asking for ACCE to cover – following years it will be added to Service Contracts in the IT budget as part of the operating budget

**Town Hall Digitizing Records - \$40,000**

**Ms. Osleger** explained that this is a reoccurring cost as there is still a bit more work to do on digitizing town records, including a huge transition coming up in the Finance Department.

**Desk Top Replacement - \$72,000**

**Ms. Osleger** explained that this is also a re-occurring cost as IT continues to upgrade and streamline all devices that are currently in use throughout town. A mass replacement was included in the FY 2021-22 budget and this year's request should finish off the replacement process and hold us for the next five (5) years. **Ms. Osleger** confirmed that Police and Fire are included in this replacement process.

**Town Wide Core Infrastructure account - \$15,000.** This is a reoccurring amount that was discussed a few years ago and acts as a contingency as there is no other area where a contingency has been built into the IT budget. There have been many planned enhancements to infrastructure over the last few years, however, these funds will assist should an unplanned need occur.

**Discussion**

**Chairman Stevens** inquired as to why the LPR's are being included in the IT submission versus the Police submission. Discussion ensued with Ms. Osleger and Chief Canon explaining how the technology can be leveraged and it was decided that the LPR's should remain in the IT submission. **B. Belcher** asked about the possibility of more meeting rooms being created throughout town that will have the advanced technology options that the Town Hall Lower Level Conference Room currently has in place. Ms. Osleger gave a brief overview of future plans being considered at this time.

**Adjournment**

**J. Mol motioned and D. Rose seconded to adjourn at 7:26 p.m. Motion passed unanimously.**

Respectfully submitted,  
Kristen O. Lambert  
Recording Secretary