

MAAP PRINTER STEERING COMMITTEE MEETING
January 29, 2008, 2:30 P.M. – 3:30 P.M.
Second Floor Conference Room

- I. Administrative Tasks
 - A. Town Clerk Letter - Kevin O'Brien
 - B. Number of Printers Required – Dennis Roffman
 - C. Printer Technical Issues
 - 1. Ink – Kelly Brudniak
 - a. Running
 - b. Signature
 - c. Scraping Off Ink
 - d. Director's Stamp
 - 2. Cost/Selection of Media
 - 3. Bar Code Refinement – Dennis Roffman
 - 4. Cost to Produce Preprinted Forms – Kelly Brudniak
 - 5. Purchase of Separate Small Validation Printers (Phase 2) – Dennis Roffman
 - 6. Deployment Scheme
 - a. RSS
 - b. Vendor
 - 7. Forms Design - DMV
 - D. 82 Town MAAP Rollout Implementation Schedule - Kelly Brudniak/Peter Croteau
 - 1. Implication of February 4 Implementation Sign Up Deadline
 - 2. Identification of Non-MAAP Towns
 - E. MAAP Town Implementation – Peter Hastings
 - 1. Status of Technical Agreement and Network Diagram for MAAP Implementation
 - 2. Vendor Assistance with Site Survey
 - 3. Order Data Lines
 - 4. Site Surveys
 - 5. Router Deployments
 - F. Printer Deployment Service Contract
 - 1. Procurement RFB
 - 2. Deployment/Maintenance RFB
 - G. Printer Test - Dennis Roffman
 - 1. Test Schedule – Dennis Roffman
 - H. Project Issues List