

**BOROUGH OF KUTZTOWN
TELECOMMUNICATIONS AND INFORMATION TECHNOLOGIES COMMITTEE MEETING
MINUTES OF October 7th, 2025**

A regular meeting of the Telecommunications and Information Technologies Committee was held on October 7th, 2025.

The meeting was called to order at 6:00 pm by Ms. Lisa Ladd-Kidder

Members present were Ms. Lisa Ladd-Kidder, Mr. Fred Engelhardt, and Mr. George Kusterer

Also in attendance: Mr. David Horvath

Public attendance: No public attendance

APPROVAL OF MINUTES

September 2nd, 2025, minutes were reviewed, and a motion was made by Ms. Lisa Ladd-Kidder and seconded by Mr. George Kusterer to approve the minutes.

PUBLIC COMMENTS

None

OLD BUSINESS FOR IT DEPARTMENT

- **Internet Alternate Path Tested:**
 - Mr. Horvath explained that the alternate internet path was successfully tested due to an unexpected fiber cut in the Philadelphia area, causing an outage.
 - The system was smoothly switched to the New York circuit after multiple disruptions.
 - No further active testing is planned, as the system proved functional. A maintenance window for other work is scheduled for the 27th.
- **Calix Equipment Upgrade Progress (to Axos System):**
 - Mr. Horvath explained the migration of billing and old equipment data to the new Axos system is complete.
 - Mr. Horvath stated the migration process will begin with migrating customers from the E7 shelf (approx. 20 customers) to ensure a smooth transition.
 - The goal is to complete the migration and retire the old C7 shells by next year, with potential to sell retired equipment.

- Discussions continue regarding offering managed routers (GiGapoints) to residents as an optional service.
- **Kaseya BullPhish Implementation:**
 - Mr. Horvath described the new phishing campaign software, that is part of the Kaseya module, is replacing the "KnowBe4" system.
 - It's designed to identify phishing attempts by sending suspicious emails to a sandbox for analysis.
 - It is currently being utilized, and KnowBe4 will expire by the end of the month.
 - Users will receive an email explaining how to use the new Outlook-integrated button to report phishing attempts.
- **Vigilant/Avigilon Camera System and LPR Update:**
 - Mr. Horvath stated that the existing Avigilon cameras (borough offices, parks) will be migrated to the new Avigilon "Unity" platform, offering a hybrid on-site/off-site solution and mobile access.
 - Migration will start with borough office cameras, then police cameras.
 - Mr. Horvath explained the current Vigilant LPR (License Plate Recognition) system is becoming problematic. The police are considering switching to Vigilant LPRs integrated into the Unity platform for unified monitoring and improved functionality (e.g., alerts for stolen vehicles, expired registrations).

NEW BUSINESS FOR IT DEPARTMENT

- **VPN System Upgrade:**
 - The existing "SMA appliance" for VPN is being retired due to security vulnerabilities.
 - A new cloud-based VPN system has been implemented at no additional cost, offering enhanced front-end and back-end authentication, including integration with the Active Directory system.
 - Most users have already been migrated, and this new system will result in cost savings by eliminating the need for a physical SSL appliance.

OFF AGENDA ITEMS

- **Train Station Audio/Visual Equipment Issues:**
 - **Problem:** Significant issues with the train station's audio and visual system, including poor microphone quality, bad acoustics, and difficulties with projector use. Past quotes (2021) for full replacement were \$40,000-\$90,000.
 - **Immediate Solution:** Provide training on how to use the existing projector system (e.g., mirroring laptop display) and will be available for meetings with presenters as a temporary fix.
 - **Long-Term Plan:** Contact Eric from Lehigh Valley Light and Sound (who installed the original system) to diagnose the old equipment (15+ years), wiring, and potentially the mixing board/motherboard and microphones. If replacement is necessary, new quotes will be sought. The goal is to improve microphone quality, ensure seamless laptop mirroring, and facilitate remote participant integration.
- **Dark Web ID Monitoring:**
 - The Dark Web ID service, part of the Kaseya module, continuously scans the Dark Web for "kutztownborough.org" domain credentials.
 - Initially, it found several credentials, leading to necessary password changes for some employees.
 - Recently, the system achieved an "excellent" score, indicating no new findings, likely due to new security configurations (e.g., DMARC, potentially 2FA) on the Exchange server.
 - This service provides monthly reports and immediate alerts if compromises are detected, serving as a critical internal security tool.
- **Phishing Email Concerns:**
 - A speaker raised concerns about receiving suspicious emails purporting to be from Kutztown.
 - Mr. David Horvath advised forwarding such emails for analysis and emphasized the importance of not clicking on any links. These emails are typically sophisticated phishing attempts originating from malicious actors internationally.

ADJOURNMENT

There being no further business to discuss, a motion was made by Ms. Ladd-Kidder and seconded by Mr. Kusterer to adjourn the meeting. The motion passed and the meeting was adjourned at 6:20 pm.