

MINUTES

Administration, Communication & Technology Committee of Borough Council

Date: Tuesday, June 10, 2025 @ 5:30 PM

Committee Members: Bryan Travis, Chair
Brian McGinnis
Sheila Vaccaro

Staff: William Mann, Chief Information Security Officer
Nicholas Fink, Manager of Data and Enterprise Applications
Will Williams, Director of Sustainability
Sean Metrick, Borough Manager

Call to order

I. Announcements

- A. Public Hearing for ordinance amendment Chapter 54, 72, 82 relative to license requirements for electric, mechanical, and plumbing contractors June 18, 2025 at 630pm

Comments, suggestions, petitions by residents in attendance regarding items not on the agenda. (Please be advised that all public comments have a 5-minute time limit.)

II. Reports

- A. Chief Information Security Officer, Monthly Report – *COMPLETED*

III. Old business

- A. Approve the May 2025 minutes – *APPROVED 3-0*
- B. Motion to schedule a Public Hearing, July 16 2025 @ 6:30 PM, to approve the five-year business plan with the West Chester Business Improvement District. – *APPROVED 3-0*

IV. New business

- A. *The Borough Manager, Sean Metrick provided updates on the HR & Building & Housing Director positions.*

V. Adjournment

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