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Memorandum

Date: May 10, 2013

To: Don Willard, Town Manager

From: Danielle Loring, Executive Assistant

Re: Vision Presentation

I will be doing a presentation on a new software package from Vision that will extend the current software from just Assessing to Code Enforcement as well. I am recommending that we purchase this extension because our current software package, PROCIS, is no longer meeting our needs and will require several, costly upgrades in order to keep it operating in the upcoming year. I have worked with CEO Chris Hanson, Contract Assessor Curt Lebel, Tech Committee Chair Laurie Forbes and Network Administrator Kevin Woodbrey and this seems like a viable solution that will realize many cost savings over the years as well as boost efficiency in the office.