

Park Ridge Technology Committee Meeting Minutes

April 28, 2010

Meeting called to order at 7:30 PM in the Violations Bureau Room, Borough Hall.

In attendance:

John Kane, Chris Halton, Paul Wharton, Scott Kreisler, Bruce Goldsmith, Justin Mezzadri, Dan Browne

Not in attendance:

Peter Mauro, Kelley O'Donnell, Terry Maguire, Joseph Rampolla, Cathy Timpone, Colleen Ennis, Peter Nakkash, Doug Neumetzger

Agenda Items Discussed:

- **Lightpath (Dan, Scott, Dan) (Project Complete):**
Dan Browne provided a project completion update for the committee, highlighting the system goals and benefits. Basically, Lightpath has modified the school network and phone system, replacing the legacy, lower speed T1 lines that connected the High School and Elementary School. As a result of this project, a 1GB connection allowing VoIP (Voice Over Internet Protocol) network to be leveraged for in/outbound calls in addition to general internet access vs. traditional copper lines. Taking advantage over high speed links, the high school serves as the hub between facilities now providing up to 47mbps up/download, providing flat rate per month (non international). Legacy system required a pay per call model, generating 30k annual savings expected to grow year over year. It's worth to note that the system also has a backup power model in the case of power loss, critical calls can be made (911 Emergency, etc.). John Kane to share PR School's Lightpath report with Bill Beattie & Kelly O'Donnell for them to consider for a possible Lightpath project with Borough facilitates in the future.
- **Project Grant Update**
John Kane communicated to the committee that Helene has submitted a formal grant request to the state for the Police Camera Project. Grant request sent directly to Congressman Garrett for consideration of funding via the COPS Technology Grant Program Funding. Submission is completed for grant funding and in progress, awaiting word from Congressman Garrett.
- **Borough Website: Google Analytics (Justin Mezzadri):**
In an effort for the committee to gage and monitor site traffic for trends, areas needing more attention and improvement Justin Mezzadri presented a Google Analytics report. This report highlighted key metrics such as top

occurrence of hits, rank of viewers by city, top viewed pages, etc. Committee to review the report for key metrics and provide feedback on adding, deleting key metrics in our next meeting.

- **Borough Website: PKRG Update & Polling Procedures** (Peter Nakkash/John Kane)
John Kane advised he would speak with PKRG and Borough to drive interest within the Borough and determine which specific poll we would like to conduct first (i.e. PKRG). Paul Wharton recommended that once we define and post the poll to the website that we compliment it with a bulk email blast, driving traffic/awareness to the site.
- **Borough Website: How do I ? Review Ideas** (Peter Nakkash, Bruce Goldsmith, Scott Kresler, John Kane)
Committee members to resubmit their “How do I ideas” to the Technology Committee to Scott Kreisler who will consolidate for our next meeting for review.
- **Bulk Email System: Pool Email List Update & Community Advertisement Opportunity:** (Paul Wharton)
Justin to add a link for the Park Ridge Pool Notification Service Page. Paul Wharton to follow up on sending out a press release to community (Pascack Press / Community Life) in coordination with PKRG to promote this service. Paul Wharton to update in our next meeting.
- **Modern Time Clocks or Swipe Access:** (Colleen, Justin)
Since our last update, a vendor has been selected(BDA), selected based on the RFP submitted in March. Vendor solution is compatible with our Edmunds System.
- **Mayor & Council Meeting Sound & Video Next Steps:** (Doug, John, Bruce)
Justin worked with Ned who confirmed that he is already capturing audio in MP3 format which can be leveraged as a web-ready format, allowing to be posted to the Boro Website. PKRG began filming council meetings in April and also filmed special budget sessions held by Finance Committee. They plan to film minimally one council meeting per month depending on resources. John Kane to speak to Kelley about timing of when/if we are to begin posting to the website.
- **WiFi Internet Service for Boro Hall:** (Justin Mezzadri)
Justin surveyed the Borough for WiFi signals 6.8mbps download speeds and 1.5 upload which is sufficient wireless connectivity across the facility. One area that requires better coverage is the Mayor & Council Chamber where we recommend an additional WiFi hotspot; an approximate \$300 expenditure. Justin to document this and John Kane to take this to the Council for review.

Meeting adjourned 8:44 PM

NEXT Meeting –Wed 5/26/10 @ 7:30PM Borough Violations Room