

# Park Ridge Technology Committee Meeting Minutes

**September 29, 2010**

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

**In attendance:**

John Kane, Chris Halton, Justin Mezzadri, Scott Kreisler, Bruce Goldsmith, Colleen Ennis, Paul Wharton, Peter Nakkash, Lt. Joe Rampolla

**Not in attendance:**

Dan Browne, Kelley O'Donnell, Peter Mauro, Terry Maguire, Cathy Timpone

**Project Grant Funding Update:** (Lt. Joe Rampolla / Justin Mezzadri)

**Background:** Last year the Technology Committee tasked with researching and conducting technical due diligence on Video Surveillance Technology lead by Technology Chair Chris Halton, Scott Kreisler and Sgt. Peter Mauro. The team researched various technologies and vendors as well as best practices leverages by Paterson Police Department and even conducted an onsite meeting and demo within the Paterson Police Department. Resulting from this information, a recommendation and proposal was submitted to the council whereby all diligence can be found within the Park Ridge Technology Committee Project Tracker <https://sites.google.com/site/parkridgetechnologycommittee/project-list/video-surveillance--alpr>.

Following with this direction, Council President Kane and Administrator Helene Fall reviewed and discussed the Grant application process. Council President Kane packaged the project materials and the work of the technology committee and presented a summary letter to Helene Fall and the Mayor & Council requesting that Helene inquire about the Cops Technology Grant. Helene reached out to Congressman Garrett regarding the grant opportunity. Council President Kane personally followed up with the Congressman who reassured him that House of Representatives was not passing any earmarks spending in 2010. It was decided to reach out to Senator Lautenberg's office about the same time that he ascended to the Chair of Homeland Security Senate Committee following the death of Senator Byrd.

**Update:** Lt. Joe Rampolla has been actively involved in the acquisition of State Grant Funding for our Public Safety Surveillance Camera Project. Lt. Joe Rampolla highlighted that the Park Ridge grant submitted was unique within the state as we are one of only seven towns that own water and power of which we are one out of seven jurisdictions with responsibility over their power and water.

Helene had written a letter to Scott Garrett and Senator Lautenberg to inquire about the 2011 Police Grant. Senator Lautenberg's aid provided us some insight into the requirements to meet the grant approval and recommended we get a Security Risk Audit to identify our exposure including this in our grant submission. Park Ridge is now working with Bill Stallone who is an outreach of the Homeland Security and will be assisting Park Ridge to obtain its survey for key areas such as (wells, electric sub stations, etc.). Once the survey is completed, a new Grant Submission will be completed, targeting the COPS Technology Grant Funding 2011. John Kane to talk with Helene to see if she could recommend a Grant writer or perhaps volunteer some of her time to assist/review the grant before being submitted. Timing of our survey and grant submission process is critical as all submissions need to be filed by February of 2011, where by grants are approved in March 2010

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#### **Press Release Update:** (Paul Wharton):

Back in July, Paul Wharton had prepared a Press Release for review by the committee and ultimately Mayor and Council members. The Technology Committee had provided feedback to consolidate the release into 1-pager. Paul will be updating the press release based on this feedback and will circulate to the team by our next meeting for review.

#### **Borough Website Agenda Items:**

##### [How do I? Review Ideas & Next Steps:](#) (Scott Kreisler)

Scott Krisler and Justin Mezzadri prioritized the list of 6-9 ideas and already posted some updates to the Borough Website (How do I ? Report a Water or Sewer Problem). Scott Kreisler prioritized the remainder of the list (How do I get a license for dogs and cats, information on municipal pool, commuter parking decal, etc.). The remainder of these will be collected and posted within the next 30-days.

##### [Borough Website Poll Initiative.](#) (Justin Mezzadri / Bruce Goldsmith / Peter Nakkash).

The Technology Committee determined we would provide the first poll on our website and voted on the first question to be posted. The question will be geared towards 'How do you like the new Park Ridge Borough Website' with 4-5 categories ranging from (Very Favorable, Neutral to Less Favorable). Other ideas discussed were "How frequent do you watch PKRG-TV ?", "How is it to find what your looking for on Borough Website ?", etc.

##### [Migrating PKRGTV.com into the Borough Website](#) (Justin Mezzadri / Bruce Goldsmith)

Justin provided access to the PKRG-TV Team to administer their section within the Borough Website and they have begun porting the PKRG-TV Website within the Borough Website.

**Park Ridge Utility Pamphlet Insert: Post Mortem:** (John Kane)

Colleen Ennis indicated that roughly 3200 pamphlet promoting the Park Ridge Website went out within the tax bill the week of August 10<sup>th</sup>, 2010. Justin Mezzadri will be pulling together a Google Analytics traffic report to see what impact this had to our website traffic. Note: Those residents who mortgage company withholds their tax escrow likely did not receive the pamphlet.

**PRKG-TV: Mayor & Council Meeting Sound & Video:** (Bruce Goldsmith)

Bruce Goldsmith will regroup with PKRG-TV to see if this is something that the revised committee member can continue to drive given the restructuring in the PKRG-TV Team. Bruce will provide an update in the next meeting. In the meantime, the Technology Committee recommended reaching out to Sony to see if they could assist or donate some digital audio equipment for this initiative as they have been very involved with the schools and providing computer equipment. Lt. Joe Rampolla indicated that a Park Ridge Town member (Frank Church) works for Sony and we will be reaching out for guidance.

**Technology Committee Briefing at Fall Mayor & Council Work Session:**  
(John Kane)

John updated the committee about an opportunity to have a knowledge sharing session with WoodCliff Lake Technology Committee. John will be coordinating this and update the team on this opportunity, probably schedule within the next few weeks. In addition, another opportunity was an open invitation by Mayor and Council for the Technology Team to report out on – providing exposure to the team and highlighting some of the great work that we have accomplished with our volunteers. Paul Wharton recommended that we backfill all of the project initiatives form years past (prior to our online project tracker being available) so we have a complete view. The team is assigned to collect these projects and circulate to Chris Halton for posting.

***Meeting adjourned 8:59 PM***

**NEXT Meeting –Wed 10/27/10 @ 7:30PM Borough Violations Room**

**Technology Committee Project Tracker:**

<http://sites.google.com/site/parkridgetechnologycommittee>