

Park Ridge Technology Committee Meeting Minutes

March 30, 2011

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

In attendance:

George Bottinor , Colleen Ennis, Bruce Goldsmith, John Kane, Scott Kreisler, Justin Mezzadri

Not in attendance:

Alan Beltoff, Dan Browne, Chris Halton, Terry Maguire, Peter Nakkash, Kelley O'Donnell, Lt. Joe Rampolla, Cathy Timpone, Paul Wharton

Agenda Items Discussed:

- **Security Camera Project Grant Funding Update (Justin Mezzadri):**
Grant status - No funding at the moment. A threat assessment completed.

The "good news" - Bill Stallone (Bergen County Prosecutor's Office) inquired as to whether Park Ridge could "spend some money on security if it were available (i.e. shovel-ready projects)". Justin put together a four-part proposal for upgrades to the wells & electric: (1) alarms; (2) card access ; (3) network infrastructure ; (4) security cameras. Possibility of doing alarms and card access. John asked for the names of the committee and its members.

Justin stated that there were no other federal agencies with money right now.

- **Borough Website Agenda Items:**
 - Boro website - Kelly doing updates to refresh information on. John wants to post updates from committees and boards. He will develop a template for information, as well as asking committee chairpersons for updates.
 - How do I? - List completed. Scott to send to Justin for posting to website, with links (if available).
 - Migrating PKRGTV.com to the Borough Website - Justin got the first templates. Ported over Home Page, waiting for portals. Jamie Luis is doing the updates. They may be able to store videos of meetings or recorded broadcast programs for *ad hoc* access. Bruce described the technical details and issues. Don't know if a server is available.
Question: John will ask if Boro council allow meetings to be posted on YouTube.

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- [PKRG-TV: Borough Website Poll Initiative](#) - Justin confirmed that there is no easy way to export data from polls, only pictures of GUIs. Data can only be transferred by cut & paste or transcribed manually. Justin can set up a page with GUI data from polls. He will post results from first poll.

John indicated that any committee or board that wants to do a poll should channel them through the committee.

One possibility is to put links and/or keywords on the front and back of the Boro newsletter, as well as on PKRG.

- **Leveraging QNotify:** Liaisons to committees to get on the agendas for their respective committees' meetings to give a presentation on the Boro's website, QNotify, QPolling, etc. Need to determine which outside organizations might be considered, as well.

John to create a list of possible committees, as well as an outline for contents of presentations (bullets).

- **General Project Updates & House Keeping:**
 - Bank Scanners - Assistant just put together a year of bank statements. The Borough is in the process of consolidating bank accounts and selecting a bank that offers scan technology for banking efficiency.
 - LightPath - John to look for feedback report from Dan Browne. Ask Dan to give follow-up at next meeting.
 - Sound System for Mayor and Council Meetings - Bruce presented information on a hand-held digital recording device from Zoom (Handy Recorder - Model #H4n). Very flexible; cost ~\$300. Justin trying to order one now.
 - Utility Invoices - Utility bills have barcodes now. In process of transitioning to a new system. Scott to close this project .
 - New project for Utilities - Electronic meter reading. WiFi-like remote data collection and consolidation. Expense will be the cost of new meters.

Meeting adjourned 9:15 PM

NEXT Meeting –Wed 27-Apr-2011 @ 7:30PM Borough Violations Room

Technology Committee Project Tracker:

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