

# Park Ridge Technology Committee Meeting Minutes

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July 25, 2012

Meeting was called to order at 7:40 PM in the Violations Bureau Room, Borough Hall.

## **In attendance:**

Scott Galdi, John Kane, Scott Kreisler, Mike Mintz, Jr.

## **Not in attendance:**

Ned Barber, Alan Belthoff, George Bottinor, Kirk Brouwer, Dan Browne, Colleen Ennis, Chris Halton, Bruce Goldsmith, Michael Marseglia, Sgt. Peter Mauro, Capt. Peter Nakash, Kelley O'Donnell, Joseph Rampolla, Vaidhyanathan (Nathan) Viswanathan, Paul Wharton

## **Agenda Items:**

- Attempt to identify some NJ Municipalities with a functional video Release policy – discussion about River Edge, Roseland but no one specifically-defined policy was found. Scott K has reviewed the NJ League of Municipalities and noted there is guidance for open meetings and recordings of those meetings. They promote the posting of meeting videos on websites.
- Set up meeting with School District Technology committee to cross-seed ideas – decided that Borough tech committee will reach out to School (via Dan B) to set up trip to share ideas

## **Borough Website Agenda Items:**

- Contacting Edmunds for meeting/video conference to discuss online payment module – discussed that new Webmaster to review Edmunds vs. PayPal and to report to the committee/Borough on the best options and connectivity to Borough's network.
- Webmaster – Scott G announced that new Webmaster (who has served Montvale) is being hired by Borough to make changes to Website and help guide the further evolution of the site. The fee will initially be capped at \$5,000 for this webmaster's time.
- Feedback on Montvale's new website – overall positive feedback to their site and desire to further enhance Park Ridge site.
- Leonia Website review – centered on stationary cameras for Boro meetings and how it is captured on the Leonia site. This could be a future model for Park Ridge.
- Committee Listings on Website – Scott G has reviewed content and has changes drafted for new webmaster. Also discussed Dogs/Cats and revamping the cross referencing of Boro Code and important licensing information for residents.

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## **Leveraging QNotify:**

- Use of Polling – no further discussion. PayPal and accessibility of Forms on website. There is renewed interest to revisit the exercise to collect this information what was attempted in 2009/10. It was met with little success at the time.

## **General Project Updates:**

- 2012 Muni budget approved \$20,000 for Borough Security upgrades – this project has been on the list for couple of years. A meeting with a vendor to be arranged with Borough and Technology Committee volunteers to assess project.
- Sound System for Mayor and Council Meetings – tabled until Bruce G is in attendance
- New ideas for Tech Committee – Scott G would like us to lead a internal and external marketing campaign for expanding the email list that will include effective marketing used in the past: town bulletin board, posters, possibly post cards and agreement on stickers or inserts to the Utility billing. Committee members also suggested reaching out to each group that has their own private email list (schools, Dare, CERT, etc.) to send a blast message to invite them to join the Borough List with a hyperlink attached to bring them to Email Notifications. Committee will also discuss in-school meeting for them to do the same across various school email lists. This one time effort should add a number of email addresses to the Borough list. Scott G has a goal of 3,000 email addresses on the Borough list after the internal/external campaign and re-launching of Borough website.
- Borough has begun moving to a paperless environment, with two council members having all pertinent documents delivered and accessible via the "cloud, as opposed to having them printed and hand-delivered. Computer tablet-type devices will most likely be the future direction for the Mayor and Council.

**Meeting was adjourned at 9:45 PM**

**Next Meeting will be on Wednesday August 29th, 2012 @ 7:30PM Borough Violations Room**

**Technology Committee Project Tracker:** <http://sites.google.com/site/parkridgetechnologycommittee>