

# Park Ridge Technology Committee Meeting Minutes

Wednesday, May 27, 2009

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

**In attendance:** Paul Wharton, Peter Nakkash, Scott Kreisler, Doug Neumetzger, Kelley O'Donnell, Colleen Ennis, Terry Maguire, Matt Eitner (for Lt. Joe Rampolla), Justin Mezzadri, Bill Beattie

**Not in attendance:** Ned Barber, Dan Browne, Ed Lorenzo, Greg Mathis, Peter Nakkash, Ed Pittarelli, Cathy Timpone, Lt. Joe Rampolla, Paul Wharton

## **Old Business:**

a) **Server review:** New Website and discussion on existing server Simlab that current website runs on vs Qscend - Bill Beattie

**Doug Neumetzger/Bill Beattie to reach out to Simlab to communicate the switchover date of the Boro website to Qscend.**

**Will ensure domain is correctly pointed. Need to confirm that we will no longer be billed for the server by Simlab also will review the ability to transfer the domain to triple zero.**

**Discussion on possibility of changing Boro Email addresses to get away from Municipality standard of using dashes. Doug felt we could explore adding new boro email addresses after the server cutover and Boro system would be able to except both old/new email addresses with both pointed to boro employee's inbox.**

b) Discussion of **Boro network and cost and efficiency options** using FIOs or other upgrades - Doug Neumetzger

**Terry Maguire offered to help Bill & Doug to explore what is available to Municipality for FIOs service.**

c) **New Borough of Park Ride Website thru Qscend - project update** from Kelley O'Donnell

1) Final Seasonal pictures being loaded in **Kelly showed the three additional sets of 3 pictures rounding out our "four seasons". Qscend to load these up one time charge 3-4hrs additional billing and they will automatically change based off the solstice calendar. Also showed pictures to head up the Police Dep't pages**

2) Remaining Departments/Committees to be updated - **Dept heads are working to upload content for remaining Departments. Kelley/John are coordinating with remaining committees to have their Content added. Boro employees are trying to accomplish this work during normal work hours and avoiding additional overtime**

d) **Website launch and advertising** - John K **Scheduled cutover the last weekend in June**

1) Postcards ordered - **John had postcard proofs to show committee for the combined PKRG//New Website technology upgrades postcard. Postcards to be mailed in 3 weeks to all residents/businesses**

2) Town Bulletin Board, PKRG Bulletin Board - Library Kiosk - other ideas for getting the word out for new website - **We will produce a few posters from the postcard color proofs to advertise in the Library & Boro Hall windows and make a few placards for the town picnic - Bill offered to print on large Boro Printer**

e) **Phase II of Website Roll out** - John K//Kelley O'Donnell

1) How do I section - Everyone please bring some ideas so we can grow the list (Terry you have credit from our last meeting) - **A few more ideas have come in. This will be a Tech committee focus after we roll out the new website**

2) Collection of Forms from Boro Departments - **Kelley has collected some and Dept heads will focus on this after website launch**

3) Email Notification features - **Not discussed**

f) Need to discuss a **fall meeting date dedicated to Lightpath** to come in and present to the committee and we will have more feedback

from Dan & Cathy on utilizing their service

**Discussed with those present and Bill assured that we don't need an upgrade such as this for three or four years. The discussion then moved to Phones and a possible future project would be to look into phone hardware upgrades in the future.**

- **New Business** - discussion of any new initiatives that tech comm members feel should be explored **None at this time and we shared the running list of 10 project ideas with Bill Beattie**
- **Open**