

Park Ridge Technology Committee Meeting Minutes

Wednesday, August 26, 2009

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

In attendance: John Kane, Scott Kreisler, Dan Browne, Terry Maguire, Peter Mauro, Colleen Ennis, Chris Halton, Justin Mezzadri, Kelley O'Donnell, Doug Neumetzger, Peter Nakkash, Paul Wharton

Not in attendance: Greg Mathis, Cathy Timpone, Stu Turner, Ned Barber

Old Business/Open Items:

a) **Feed back on following tech items presented at Council Meeting on 8/25/09** – John K

- Borough Email extensions – council agreed to change email extensions to @ParkRidgeBoro.com – plan to be drafted to schedule weekend cutover and have all existing email to be directed to new email addresses
- Email notification features – Kelley, Justin and John working to scope Qnotify (part of existing QScend package) features and establishing residents to sign up to select what distributions they wish to receive
- Policy for Posting Pictures/Videos (covering PKRG & website) – Council agreed that we pursue Boro policy using disclaimers. School currently provides a form and a review will be done of existing language to provide an umbrella coverage for all Boro mediums (PKRG & Website)
- Twitter/Facebook – Council discouraged facebook and would like to review Rec & Police use of Twitter before establishing general Boro use
- Sponsorships on Verizon PKRG – we are not allowed to pursue on Cablevision because of contractual and FCC regulations. Council open to PKRG presenting ideas for Verizon and this could lead to policy for content, sponsor amounts and establishing a trust account where any revenue raised can be used for PKRG expenses in the future

b) **Placeholder on using FIOs vs. Optimum Online within Boro network and cost and efficiency options** - Doug N- reported that the Boro has decided to go with Optimum Online. Bill Beattie and Doug have met with their reps and are currently working to have Optimum Online be Boro's ISP. This will have dramatic increase on Boro's internet speed and capabilities and will save the Boro money.

New Business - discussion of any new initiatives that tech Committee members feel should be explored

- **Project sub-committees** - John K - Established sub-committees to research the various projects. Discussed the project list and added more names to projects for those who missed last meeting. Sub-committees will work together independently as teams to research and provide more details on the current 12 projects that will be presented to the Council in the future. I hope to spotlight one project at each meeting so we can have time to really review the Borough's options before presentation to Governing body.

Future Projects and sub-committee volunteers:

Technology Committee 2009 – Ideas for future Projects (orig rank by tech members)

Current Ranking	Brief Description of Technology Project	Subcommittee Members:	Status
1	Lighthpath – PR Board of Ed recently signed contract to use for communicating intra schools – explore communications/PBX/existing T1 access across the entire Boro infrastructure	Terry, Scott, Dan	
2	Grants search sub-committee for any of the technology projects below	Kelley, John	Research in Progress
3	Public Safety Security Cameras - To be used by Police for recording certain entry/exit streets to/from Park Ridge on major intersections and possibly for the schools that can be remotely access by PD during a school emergency (hostage, shooting, etc.)	Chris, Scott, Justin, Pete M.	Research in Progress
4	Financial Security for Check processing – safeguarding internal processes for processing different checks from various stock papers from multiple bank accounts (Finance Committee input)	Colleen	
5	Listract/Bulk email processing - this project can naturally follow the progression phases of the new Qscend Boro Website roll out.	Paul, Kelley, Justin	Qnotify is being rolled out

9	WiFi Internet service for Boro Hall – upgrading service and researching ability to firewall from main Boro network. This would provide Mayor & Council, committee and board members the ability to use Laptops in meetings.	Ned, Bill, Justin	
7	Mayor & Council meeting sound only recordings – As a preliminary step to possibly filming Mayor & Council meetings – take existing recordings and create wave files that can be loaded on new Website	Doug, Kelley	Research in Progress
8	Modern Time Clocks or Swipe access technology for tracking working time and or where employees are in the Boro.	Justin, Colleen	Research in Progress
9	Mayor & Council meeting TV recordings – upgrading Chamber with stationary cameras at different angles to record meetings to be shown on PKRG or Webcasts.	Terry, Ned, John	
10	Bank offered Scanners for processing and tallying check deposits	Colleen	
11	Utility invoices – Changing content to show more details for the public and use of Bar Codes for payment processing.	Colleen	
12	PKRG program requests from catalog - a project is underway to catalog all of the programs filmed and in the future will offer a way for residents to request certain programs to be repeat on TV. <i>This project is now underway with PKRG</i>	Ned, Peter N.	Complete

- **Police Feedback on Wireless Video Surveillance Systems** – Pete Mauro

Cameras will help Boro for Safety/Traffic accidents/Crime/Vandalism

Recommendations for Locations for initial cameras:

Kinderkamack – 1)A&P//Dunkin Donuts intersection, 2)Park Ave & Kinderkamack, 3)Ruckman & Park Ave, 4)Grand & Spring Valley

Ability to monitor cameras remotely – including from Patrol Cars

School Setup – Control left to school with emergency switch that police can activate outside of the school in an emergency/incident within the school

Pete mentioned County can enhance images if needed in crime investigation so we can get away from high end cameras to start (cost savings)

Discussed the License plate reader cameras – need to find out portability of the cameras – could help police to read countless license plates and inform patrolman of cars in parking lots or on roads with outstanding warrants, traffic offenses etc.

Chris & Pete have trip planned to Paterson PD to view their use of street/intersection camera technology for Public Safety.

- Website followup and takeaways:

Discussed working with Qscend to add Weather links to Boro website - Kelley

Discussed setting up Google Analytics so Boro can track the use of the various website pages – Chris/Kelley

Discussed the ability to take current sound recordings of Council meetings and add as a link to website – Doug to review

Meeting adjourned 8:30 PM

NEXT Meeting – Wed 9/30/09 @ 7:30PM Borough Violations Room