

**Telecommunications Advisory Board (TAB)**  
**Met in-person at Doylestown Township Building Caucus Room**  
**Meeting Notes: February 14, 2022**

**Members Present:** Ed Ebenbach, Jenya Shuportyaka, Art Zapolski, Kris Ballerini and David Laustsen

**Members Absent:**

**Member at Large Present:** Jean Laustsen

**Quorum:** Yes

**Township Manager:** Stephanie Mason

**Assistant Township Manager:** Aaron Walizer

**Proceedings:**

- Meeting called to order by Mr. Ebenbach at 6:30pm.
- **Approval of Minutes from TAB Meeting on 1/8/22** – Mr. Zapolski moved to accept meeting minutes, and Ms. Ballerini seconded motion. Motion passed unanimously.
- **Draft 2021 Report to Board of Supervisors** – Mr. Ebenbach led a group discussion of our accomplishments during 2021, and Goals for 2022 to help him prepare to give a report to the Board of Supervisors in the near future.
- **Video Projects**
  - **Bike-Hike Trail Video:**  
Mr. Ebenbach reported that most of the Trail segments themselves are completed, pending last minute error checking and correction. Ms. Laustsen is putting together consistent Opening and Closing credit sequences to be used in all of the individual videos. What remains incomplete is the dynamic map-graphic to be used in each segment. Mr. Walizer will complete such a graphic for each segment.
  - **Boards and Commission Reports:**  
Mr. Ebenbach reported that Ms. Mason had contacted all 11 Chairs, and that 3 have responded and their report recording dates are on the calendar.
  - **National police Night Out Ad for 2022:** no update. Still planned as a May-June project of 40 – 80 seconds in length.
  - **Doylestown Fire Company Video Project:**  
Two meetings have already been held to scope out the project, and develop the vision. The next meeting will be held in late February.
  - **Dog Park Orientation Video:** no update
  - **Doylestown Health Videos:** Recording sessions booked at one per month through May.
- **Social Media**  
Slow in March. Twitter (4500) and Facebook (6000) are showing 4-5% growth in viewers and interactions. Robly e-newsletter is at 800 subscribers. Next report will be in April.
- **System Operations Report**  
Mr. Ebenbach conducted a brief discussion on the possibility of adding 3 cameras in the meeting room. He reported receiving a quote at \$12,000.00 with installation and consultant fees. The funds to pay for this could come from three sources:

- \$5K annual budget
- \$8.6K in our TAB Capital Equipment account
- Possible \$10.5K from Verizon for Franchise renewal Grant

There could however also be a need for spending in the new community building, which we won't know until the project becomes more advanced. There is also a possible need to purchase an Editing Suite to keep at the Twp. building. Estimated cost \$2000

Our current needs are a chair for Control room, and a new wireless access point.

A motion by Mr. Zapolski to spend \$110 to purchase the wireless access point was seconded by Mr. Laustsen and passed by the group.

- **Verizon Franchise Negotiations Update**

Final Grant offer was approved by Board. It is our understanding that the Grant will be paid 90 days after Agreement is signed.

- Meeting adjourned at 7:45 pm.

Respectively submitted by:  
Kris Ballerini