

TELECOMMUNICATIONS ADVISORY BOARD
Meeting Minutes
December 5, 2012

In Attendance: Committee Chairman, Kurt Krause; Committee Members, Ed Ebenbach, Joe Salvati; and Assistant Township Manager, Staff Liaison Sandra Zadell.
Also in Attendance: Chairman of EAC, Keith Peters.

Minutes: On motion made by Mr. Salvati, seconded by Mr. Ebenbach the amended November 11, 2012 minutes were approved.

Mrs. Zadell reported that there were no Comcast or Verizon updates.

Mr. Salvati commented that it was great that we have the ACH payments set up for the Comcast franchise fees and that we were alerted to what that amount was going to be via email in advance of receiving the ACH transfer.

Mr. Ebenbach gave an update on the 2012 budget; he reported that it was very similar to the last meeting. Now that they have the actual cost estimates the November purchases were about \$39 more expensive than originally estimated. Mr. Ebenbach added that he purchased some 9V batteries to keep in the cabinet because we had an incident with the wireless microphone where we needed a battery and didn't have any.

Mrs. Zadell brought up the issue of paying part time employees that work for the TAB Board out of the TAB budget versus the Administration budget. It was decided that Mrs. Zadell will speak with Stephanie Mason, the Township Manager to see how we should proceed on this matter.

Mr. Ebenbach reported that there is now a VGA port at the back table – this will make it easier for people at the back table to make a presentation from the back of the room.

Mr. Ebenbach also reported on the lectern project, all purchases have been made, but the actual lectern is not built yet.

The countdown timer and broadcast monitor are on order.

Mr. Ebenbach reported on the 2013 budget, he reported that there still has not been any change on our 6K request. He also reported that Mrs. Zadell, Ms. Mason and himself have a meeting set up Friday morning at 8:30am to go over the franchise renewal information with Jeff Garton, Township Solicitor.

Mr. Salvati asked about the PEG fee option that he had researched and found in other municipalities. He stated that if we are going to pursue the PEG fee as something we may want to incorporate in the Comcast contract, it should be put into the Verizon contract the next time we negotiate with them as well.

The committee discussed the fee; some concerns were expressed that it may be seen as a hidden tax, since it is passed on to the user.

Mr. Ebenbach asked Mr. Salvati if any of the communities that have the PEG fee also have a second channel. Mr. Salvati answered that there is always a Public Access Channel, Government Access Channel and School Channel in the contracts.

Operational Issues and the Control Room

We discussed the issues that we are having operationally on the administration side with IQM2 and converting a PDF, this issue seems to have resolved itself.

Mrs. Zadell commented that the customer service at IQM2 is very helpful.

Mr. Ebenbach stated that he and Mr. Krause rebuilt the TAB computer. They also installed a new raid drive and removed the old drive.

Mr. Ebenbach stated that we had an issue with the web streaming at the last meeting; they have not figured out at this point why the problem occurred.

The committee discussed installing 16 gigabytes more RAM in the TAB computer, the cost would be approximately \$90. They decided not to move forward with this purchase at this time.

The committee discussed programing. Mr. Salvati had met Christopher Tully, Middle Bucks Institute of Technology through the Kids Castle Group. He stated that we may be able to get some help with Moments in Time through that venue.

Mrs. Zadell stated that she would email Christopher Tully at MBIT and ask about the students producing Moments in Time. Our relationship with the school district in the past has been good; we are hoping to continue in the future.

Mr. Ebenbach stated that he thinks it may be time to ask the Township committees for more information to submit for the channel.

Mr. Salvati mentioned that we did not get a great response to the “Who we are and What we do” request.

Mr. Ebenbach stated that he thinks a lot of programming we air would benefit from introductions, which would make the programing seem more dynamic and more purposeful.

Mr. Peters stated that he has charged the EAC with finding some new programing for the EAC Hour and would like to work on getting wrappers set up for the program.

Mr. Ebenbach stated that Ms. Mason has asked him to have the TAB Board review the social media by the Township, etc. The TAB Board would like to have a special meeting on social media and invite Andrew Haines, Hatfield Township Manager and other township managers who are utilizing Twitter and other social media networks.

The TAB Board asked Mrs. Zadell to email the 2013 TAB calendar to them so they can review it before it goes to reorganization, in case there will be changes, this would save on advertising later.

On motion made by Mr. Salvati, seconded by Mr. Ebenbach the committee adjourned at 8:42pm.