

Telecommunications Advisory Board (TAB)
Meeting Notes: February 13th, 2017

Board Members:

Present: Ed Ebenbach, Chairman, Kurt Krause, Member, David Laustsen, Member, Keith Peters, Member, and Arthur Zapolski, Member

Quorum: Yes

Others Present:

Township Manager: Stephanie Mason
Supervisor Liaison: Ryan Manion
(Ms. Canfield was not present due to illness)

Guests: Jean Laustsen

Proceedings

- **Meeting** - called to order at 6:30 P.M. by Mr. Ebenbach.
- **Welcome Guests** – Jean Laustsen was warmly welcomed. Her status to the committee as a solid contributor, editor extraordinaire, and Town & Country Players member, made her attendance (which normally coincides with the T&C Players meetings) especially appropriate.
- **Review and approve minutes** - from January 9, 2017 TAB meeting. The minutes were approved unanimously with some changes noted and agreed.
- **2017 Report/Goals** – Mr. Ebenbach recounted the report of the committee that he presented to the Board of Supervisors during their February 7th meeting. Note was made by the Board of Supervisors of the list of accomplishments and the ambitious list of plans for the future given the limited number of personnel on the committee. Our liaison added, at the Board of Supervisors meeting, that somehow the committee is able to prioritize and perform many of the tasks listed. At the Board of Supervisors meeting, several attendees commented on the desirability of having, or their own possession of, video of the Dog Park's Fido Float at Fanny Chapman Pool. Mr. Peters added that perhaps these groups and/or people could create their own video programs in the future that the township could then consider airing. Mr. Ebenbach also reported that the subject of public telecasts of the Zoning Hearing Board and Planning Commission was raised but not resolved.
- **DTV Programming/Programming Projects**
 - **Website Videos** – Mr. Ebenbach noted that the titles of the Township's YouTube channel videos have been changed to more appropriately denote the content of the video as opposed to the prior categorical/date format. Mr. Peters reported that most of the existing library of applicable videos (non-date-expired and DTV produced) have been uploaded. He hopes to finish this task shortly. A brief discussion on the copyright issues, particularly on the music end, was held. Ms. Manion concurred that this is an issue that even the Manion Foundation has confronted. She added that they have purchased music and she sometimes hears the same music being used elsewhere. Ms. Mason added that the township has purchased CDs of rights-free audio and that the township pays for an ASCAP license. Mr. Peters added he regularly uses the township's CD rights-free music for most videos, has removed the possible videos challenged, has stripped off the potentially questionable audio from those videos, has replaced the stripped audio with rights-free music from the township CDs, and has re-uploaded the now-clean videos. Mr. Krause, Mr. Zapolski, the Laustsens, and Mr. Ebenbach all added that rights-free music can be purchased or downloaded. Mr. Krause and Mr. Ebenbach will further investigate music options for DTV slides and productions made at the Public Meeting room studio.

Bicentennial Committee – Mr. Zapolski passed around the minutes of the recent meeting. He indicated the committee will probably meet twice monthly and that there may be subcommittees formed to handle specific portions to the process. He noted that he was elected as Vice Chairman of the committee. Due to previously scheduled travel, he will not be able to attend the next meeting of the Bicentennial committee.

Doylestown Health DTV initiative – Mr. and Ms. Laustsen reported that on-going discussions with Mr. Watson of Doylestown Health and with Mr. Brexler, President/CEO of Doylestown Health, revealed their desire to have Pine Run be the next location recorded. This project is still being pursued.

Doylestown Health documentary by VIAA – Ms. Mason stated her discussions with Doylestown Health concerning the airing of this documentary on DTV indicated that Doylestown Health may be delaying this as they are selling copies of this DVD in their facilities. Airing such a documentary for free on DTV might undercut their efforts. The committee noted that this may be more a matter of allowing enough time to elapse before airing the documentary or that we may supplement the airing by either noting the possibility of ownership or by other methods.

Videos waiting approval – none

Other Video Projects – a fairly length discussion was held concerning two aspects of the new building. The first concerned the desirability of creating a video that could be used to make the case for construction of a new building as opposed to renovating the existing structure. Mr. and Ms. Laustsen agreed to help with spearheading the final product. Mr. Peters agreed to begin gathering video of this with the township camcorder. Ms. Mason stated this project needs to be accomplished soon as the building will shortly undergo changes prior to any move and/or destruction.

The second aspect discussed was video documentation of the destruction of the current building and the construction of the new building. Ms. Mason led a conversation about the desirability of a time-lapse view. The need for this and how it will be accomplished are pending. Mr. Krause agreed to look into equipment to be used for this purpose.

Mr. Zapolski brought up his continuing efforts to get a Civil Air Patrol (CAP) video program or programs started. To that end, Mr. Zapolski would like to invite Mr. Tom Quinn, 1st Lt of the Doylestown Civil Air Patrol and Squadron Commander to attend our March meeting. The committee welcomed this possibility.

Proposal for Slide redesign – deferred until Ms. Canfield is able to present. Mr. Peters noted a slide or slides that direct viewers to the video button on the township website might be helpful.

Current Video Content Metric – Mr. Ebenbach distributed the spreadsheet that shows 89.2% of available programming time is filled on DTV with video programming. The remaining time is used by the slides. This compares to 86% on the previous report and the increase is primarily due to the longer Board of Supervisors meeting at which each committee gave a report.

- **Social Media status** – deferred until Ms. Canfield is able to present.
- **Temporary Move** – at the March meeting (3/13), the committee will have a better handle on this issue as the township is expected to decide on 3/7 where the township will temporarily move. Among the considerations for the committee is where to locate the current equipment and how to televise meetings that may not be held in the same location as the temporary equipment location.
- **New Building System Project** – the committee asked Ms. Mason to have the architects attend the April meeting to begin the process of discussing various concerns. In the meantime, Mr. Ebenbach will re-circulate prior discussions the committee had concerning equipment replacement, including a specific plan on this. The issue of having a professional plan to address this was also mentioned.
- **Operational Issues/Control Room:**
 - **Meeting Room Hearing Problem** – Mr. Ebenbach reported that the resident is well-pleased with the functioning of the headset that the committee purchased to address this problem.

Mr. Ebenbach noted that the existence of a slight time delay in the audio and a small residual hum were not bothersome to the resident using the equipment.

CG-100 Overlay repair – Mr. Ebenbach stated that in phone consultation with the software company that makes the overlay program, several updates were recommended concerning drivers and versions. Once these were installed, Mr. Ebenbach reports the software has stabilized and has been behaving nicely.

Audio level compressor – Mr. Peters noted he returned the dB meter last meeting and hopes to get numerical VU meter readings from his USB/A2D device hooked up to the audio leads coming from his Comcast Cable box as he still thinks DTV is much lower audio-wise than any other channel on the system. Since simply elevating the compressor output level adds unwanted overmodulation to the Fios signal, perhaps this is a solely Comcast issue.

- **Other topics** – Mr. Peters asked that the committee think about how to do the survey concerning High Definition (HD) usage in the Township as the results may be relevant to the selection of equipment for the new building as well as to the provision of signal capability of both Comcast and Fios. He noted the EAC experience with surveymonkey and the newsletter as being less effective. He also noted the wording that the term “HD Usage” may be problematic as opposed to “HD Equipped” or “HD Compliant” or “HD Desirous” as he believes some residents may have HD but not know and/or use it. In addition, as has been discussed before, pulling old files, such as last years’ committee reports (2016) off the system for long-term storage may be an issue for consideration, particularly in the re-design of the equipment. Finally, Mr. Peters noted there appears to be a 2014 trail awareness video that plugs the 2015 trail awareness day. In as much as this is not an evergreen way to end the 2014 video, perhaps it can be edited and/or removed.
- **Adjournment** – The meeting was adjourned at 8:18 PM on a motion made by Mr. Peters and seconded by Mr. Zapolski.

Meeting Notes respectfully submitted by Keith Peters