

**Metuchen TV & Technology Committee**  
*Agenda for 4/25/13 Meeting*

**Administrative**

- Review of prior meeting's Minutes
- Review of any complaints received by the Committee
- Review any correspondence received;

**New Matter**

***Social Media Strategy/Policy:***

- review revised proposed *Social Media Policy* with industry expert Jennifer Fong (referred by member Don) to establish guidelines for the use of such media as *Facebook /Twitter* by the municipality with escalation process/procedures;

**On-going Matters**

***Cable TV/Website/METV Survey:***

- update re summary of combined results with those from the version re-posted on the Website and Country Fair Booth efforts being prepared by Ken;
- Results to be incorporated into a report to the Borough Council;

***Municipal Website:***

- Assess options re future renewals of Borough's contract with *City Connections* for the annual maintenance of the Municipal Website;

***Cablevision Issues:***

- Further review of the Re-Franchise materials provided in Cablevision's 9/24 letter, including:
  - o Response to Cablevision's letter request to "commence renewal proceedings",including:

- "*identifying future cable-related community needs and interests*"; AND
    - review of Cablevision's performance under current Franchise terms*";

- o Consider request to discuss renewal terms with Cablevision;
- o Review of key dates in ReFranchise Process, including:
  - Municipal Report to be issued by 7/16/14;*
  - Municipal Consent Application to be filed by 10/6/14;*
  - Public Forum to be conducted within 120 days of Application filing;*
  - Ordinance or Denial to be issued within 30 days of Application;*
  - Current Franchise expires on 7/6/15;*
- o *Review impact should Cablevision convert Metuchen to a State-wide franchise;*

- Status of further follow-up efforts will be made to contact our new *Cablevision* representative, Anne McDonald, to seek further feedback re questions centered on:

- o METV broadcast quality;
  - o wireless "hotspot" in Borough Hall; and
  - o pricing on the services available under the *Municipal Optimum Business* program;

***METV & Metuchen School Programming:***

- Follow-up on issues discussed with Rick Cohen (Curriculum Coordinator for Metuchen's schools') to better utilize METV for programs for and about the students. Also contact Superintendent about the concept;

- Further follow-up re dialogue with Rich DiSimone on the METV programming/on-going activities;