

**Metuchen TV & Technology Committee**  
**Agenda for 1/24/13 Meeting**

**Administrative**

- Call to order and reorganizational section of meeting to acknowledgment re-appointment of any expired members and appointment of new members, as well as election of officers;
- Review of prior minutes;
- Review of any complaints received by the Committee.

**On-going Matters**

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

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

***Municipal Website:***

- Review of Borough's contract with *City Connections* for the annual maintenance of the Municipal Website, which will be up for renewal in 2/13 and any alternatives;

***Cablevision Issues:***

- Review 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:***

- Education Liaison Chris to follow-up with, Rick Cohen (Curriculum Coordinator for Metuchen's schools') to re-schedule his attending one of our meetings to discuss better utilizing METV for programs for and about the students. Also contact Superintendent about the concept;
- Further follow-up with Rich DiSimone on the METV program highlights on Website home page;