

Waterford Cable Commission
AGENDA
6:30 pm, Tuesday, April 20, 2021
Virtual

Cable Commission Meeting
Tue, Apr 20, 2021 6:30 PM - 7:30 PM (EDT)

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1. Approval of agenda
2. Approval of minutes
3. Correspondence and bills
4. Signal quality
5. Subscriber complaints
6. Report from Media Network
7. Report from Cable Coordinator
8. Comments
9. Adjourn



Waterford Township Cable Commission

Minutes of the Tuesday, March 16, 2021, Meeting

Members Present: Ken Fuerst, Nathan Shoemaker, Jim Powers, Anthony Bartolotta, Bob Piggott

Members Absent: Al Pavlish, Laura Petrusa

Guests: Josh Bowren, Diana Casetti, Gary Allison (Cable Coordinator)

Vice-Chairperson Bob Piggott called the meeting to order at 6:31 p.m.

Roll Call: All members present but Al Pavlish and Laura Petrusa. Commissioner Jim Powers arrived at 6:34.

Agenda – Anthony Bartolotta motioned to approve the agenda for March 16, 2021, supported by Ken Fuerst. Roll call vote: approved unanimously.

Minutes – Anthony Bartolotta motioned to approve the minutes from February 16, 2020, supported by Nathan Shoemaker. Roll call vote: approved unanimously.

Correspondence and Bills – Nothing to report.

Signal Quality – Nothing to report.

Subscriber Complaints – No outstanding complaints to report.

Media Network Report – Josh Bowren reviewed the Media Network report. Following discussion, Anthony Bartolotta motioned to accept the report, supported by Jim Powers. Roll call vote: approved unanimously.

Cable Coordinator's Report – Gary Allison reviewed the Cable Coordinator report. Following discussion, Anthony Bartolotta motioned to accept the report, supported by Jim Powers. Roll call vote: approved unanimously.

Comments – No comments.

Adjournment – Anthony Bartolotta motioned to adjourn, supported by Jim Powers. Roll call vote: approved unanimously. Meeting adjourned at 7:04 p.m.

Respectfully submitted,
Ken Fuerst, Secretary

Township of Waterford
Cable Coordinator Report April 2021
Submitted by Gary Allison

- Production
 - PSA production is the norm. Earth Day and other volunteer program PSAs have been produced in cooperation with the Supervisor's Office. Additionally, a PSA for the CERT program has been produced.
 - Meetings with the police department regarding a new recruitment video are being conducted. A shot list has been generated and we are now scheduling production days.
 - The Detroit Institute of Arts will display a selective art display on the township campus. In cooperation with the DIA, the cable department will produce a series of videos in May.
- Cable Subscriber Complaints
 - Comcast is currently addressing outstanding complaint regarding billing and unauthorized account use from a resident. Response is good, but the resident and Comcast have been playing phone tag.
- Equipment and Software Upgrades
 - Currently exploring purchasing a new editing system and software.
 - Currently exploring a camera upgrade to meeting new standards in media production.
- PROTEC
 - PROTEC warns communities against perpetual easement and buyouts of cell tower locations. The report was forward to Development Services.
- Removal of Old Equipment
 - Town Hall is installing new carpet. Offices need to prepare by boxing and moving necessities so facilities can easily move furniture. The cable department has a number of obsolete equipment and will be purging accordingly in the coming weeks.
- Virtual Meetings and In person Office Hours
 - All meetings will remain virtual through the end of May at this time.
 - The Supervisor's Office encourages departments to have employees work from home if possible. The cable department will remain staffed at Town Hall.