



# WEST WINDSOR TOWNSHIP

## CABLE TV ADVISORY BOARD

MEETING DATE: Thursday, November 20, 2008  
TIME: 7:00 PM  
LOCATION: Municipal Building – Room “C”

### A G E N D A (To the extent known)

- I. CALL TO ORDER  
STATEMENT OF ADEQUATE NOTICE
- II. ROLL CALL OF MEMBERS
- III. NEW AGENDA ITEMS
  - CTVAB will convene in Room A on November 20, 2008 at 7:00 pm to record the Review of Redevelopment Plan
  - Timeliness of rebroadcast of Town Council Meetings
  - Draft License Agreement to secure rights to third party content (enclosed)
  - Independently created Bravura Philharmonic Orchestra Spring 2008 concert is currently being broadcasted on Channel 27
  - Jamie Watson recorded and broadcasted the October 21 Redevelopment Meeting featuring Hillier Architecture Development Plan
  - West Windsor is advertising a job opening for the Audio Video Specialist position. Please distribute the notice. (enclosed)
  - Cynthia C. Rhymer and Jack King fixed the VCR in Room C, enabling its broadcast of Channel 27
  - Comcast preparation for Broadcast Digital Transition Notice (October 24, 2008 notice enclosed)
  - Comcast Notices (November 10 enclosed):
    - Limited Basic rate will decrease \$0.70



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- Expanded Service rate will increase \$0.70
- Verses HD and The Golf Channel HD will air full time on the Expanded Service package
- A digital converter is require to view Styles HD on the Expanded Service package
- NBA League Pass PPA on channel 760, not channel 750

## IV. PLANNING PHASE

- George Martch proposes an improved bulleting board schedule (enclosed).
- Pat Ward and Chris Marion will contact Comcast to request the repair of the cable feed to High School South to enhance our bulletin boards with music.

## V. IMPLEMENTATION PHASE

- Mayor Hsueh, Pat Ward, Chris Marion, and members of Council, made available a budget of \$10,000 for technical improvements. Kevin Caruso and Joe Conlon will create an equipment package that enables the Township to record interviews, large and small public meetings, and off-site footage. Kevin will also acquire bids and negotiate package discounts with several vendors for competitive pricing.
- Kevin Caruso is repairing the iris of camera #2 and video feed to its respective monitor. Defective parts will be sent back to the manufacturer.

## VI. DEPLOYMENT PHASE

- Independently created Bravura Philharmonic Orchestra Spring 2008 Concert is currently broadcasted on Channel 27.
- Jamie Watson recorded and broadcasted the October 21 Redevelopment Meeting featuring Hillier Architecture Development Plan
- Tony Pojuner recorded and broadcasted the October 6, 2008 Town Council Meeting.
- Jamie Watson recorded and broadcasted the Grover's Mill Pond program currently on Channel 27.



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- Jamie Watson and Michael Huey created and broadcasted the September 8, 2008 Town Council meeting featuring John Madden and Gary Davies presentation of Redevelopment Plans (3.5 hours long).
- Jamie Watson created “WWGro Preview” of the September 20, 2008 Environmental Education Fair.
- Michael Huey operated AV equipment for live broadcast of August 18, 2008 Town Council Meeting and August 23, 2008 Town Hall Meeting.
- Jamie Watson created the “Schenck Farmstead” program, which is currently broadcasted on Channel 27.
- Many thanks to Pat Ward and Chris Marion for identifying a liaison, who is committed to the restoration construction damage caused by Verizon FIOS installation.
- Jamie Watson created the Alexander Road Bridge program, which has received great reviews. Enjoy the program on Channel 27.
- Township approved \$10,000 for audio-video improvements and \$2,500 for audio video staff.
- Nana Cann, Tim O’Conner, Christina Isnardi, Robert Sparling, and Siddhi Sundar have been trained and operated audio-video equipment in Room A for the recording to four meetings (i.e., Town Hall and Town Council).
- FCC February 2009 Digital Transition and the application to receive two \$40 coupons for the purchase of digital converter boxes have been posted on West Windsor’s website and available at the Municipal building.
- Michael Huey and Christine Huang operated the AV equipment for live broadcast of the May 1, 2008 Mayor Hsueh Town Hall meeting: Speaker Adam Zellner, Policy Director of Governor Jon Corzine.
- Jamie Watson enabled the use of a wireless lapel microphone for the February 25, 2008 Mayor Hsueh State of West Windsor Address.
- Vidya Sundararaman operated the AV equipment for live broadcast February 25, 2008 Mayor Hsueh State of West Windsor Address.
- Jamie Watson, Joey, Gay Huber, Michael Huey, and Joe Conlon coordinated, recorded, edited, and broadcasted the February 23, 2008 Town Council Special Session - “Revitalizing Main Street” held in the Senior Center.
- Hard drive installed to shorten post-editing time of Room A meetings.



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- Anthony Pojuner operated AV equipment for live broadcast of February 11, 2008 Town Council Meeting.
- Jamie Watson and CTVAB created Four Police Spotlight Public Service Announcement currently broadcasting on Channel 27.
- Jamie Watson created, edited, and received the Gold Winner of 2007 AVA International Award for the Dutch Neck Community Garden program currently broadcasting on Channel 27.

## VII. MONITORING PHASE

VIII. ADJOURNMENT – Next scheduled meeting: *December 18, 2008*