

**Waterford Cable Commission**  
**AGENDA**  
**6:30 pm, Tuesday, September 21, 2021**  
**Town Hall, 3<sup>rd</sup> Floor Conference Room**

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, August 17, 2021, Meeting

Members Present: Ken Fuerst, Bob Piggott, Jim Powers, Laura Petrusa, Anthony Bartolotta

Members Absent: Al Pavlish

Guests: Gary Allison (Cable Coordinator), Josh Bowren

Chairperson Laura Petrusa called the meeting to order at 6:32 p.m.

Agenda – Bob Piggott motioned to approve the agenda for August 17, 2021, supported by Anthony Bartolotta. Approved unanimously.

Minutes – Anthony Bartolotta motioned to approve the minutes from July 20, 2021, supported by Ken Fuerst. Approved unanimously.

Correspondence and Bills – Gary Allison reviewed Comcast channel changes and AT&T's franchise agreement transfer to DirectTV.

Signal Quality – Nothing to report.

Subscriber Complaints – No outstanding complaints.

Media Network Report – Josh Bowren reviewed the Media Network report.

Cable Coordinator's Report – Gary Allison reviewed the Cable Coordinator report.

Comments – Josh Bowren is conducting a drone class at Canterbury on the Lake with Al Pavlish. Anthony Bartolotta encouraged commissioners to reach out to residents with regards to filling the vacant cable commission seat.

Adjournment – Jim Powers motioned to adjourn, supported by Anthony Bartolotta. Approved unanimously. Meeting adjourned at 7:11 p.m.

Respectfully submitted,  
Ken Fuerst, Secretary

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

- Police Training Video
  - A second tour of the production location was conducted for tech scouting.
  - Four additional GoPro cameras was added to the gear for the shoot.
  - Another pre-production meeting with all key team members was conducted.
- Fire Department Promotional Videos
  - Preliminary meeting was conducted for the video to discuss look and general flow of the video.
- Editing System & Office Furniture
  - Waterford IT is currently finishing building a PC to handle new video editing system the cable department will switch over to in order to handle many aspects and demands of current video standards.
  - PC building has been set back due to delivery delays regarding microchips.
- MI-NATOA
  - Officers have been elected and a charter has been drawn for the organization.
- Productions
  - Produced a new episode of Inside Waterford.
  - Covered the Business Recognition Awards Breakfast.
  - Shot footage of police training (felony stops) for the police recruitment video.
- Broadcast Procedures
  - New broadcast procedures have been established for meetings requiring producers to follow a specific checklist to ensure accountability and provide a failsafe for producers.
- Township Budget
  - Preliminary budget meetings have started.
    - There will be no significant budget changes for the 2022 cable department budget.