

**BOROUGH OF KUTZTOWN
TELECOMMUNICATIONS AND INFORMATION
TECHNOLOGIES COMMITTEE MEETING
MINUTES OF November 1, 2016**

A regular meeting of the Telecommunications and Information Technologies Committee was held on November 1, 2016 in the multipurpose room of the Kutztown Borough Hall Building.

The meeting was called to order at 6:00 pm by Mr. Richard Diehm, Chairperson

Members present were: Mr. Richard Diehm, Mr. Scott Piscitelli and Ms. Margaret Devlin

Also in attendance: Mr. Mark A. Arnold, Telecommunications Director and David Horvath, IT Director

Public attendance: None

APPROVAL OF MINUTES

The October 4, 2015 minutes were reviewed and a motion was made by Ms. Devlin and seconded by Mr. Piscitelli to approve the minutes. The motion passed by unanimous vote.

PUBLIC COMMENTS

None

OLD BUSINESS FOR IT DEPARTMENT

Mr. Horvath reported user training is in progress for Accela

Mr. Horvath reported Charles is still here 8-10 hours a week working on ESRI.

Mr. Horvath reported Time Clock Plus is soon ready for testing.

NEW BUSINESS FOR IT DEPARTMENT

None

OLD BUSINESS FOR TELECOM DEPARTMENT

Mr. Arnold discussed the programming rate increases going in to affect Jan. 1, 2017. A motion was made by Ms. Devlin and seconded by Mr. Piscitelli to recommend to council to take action to increase the Expanded Basic TV package and TiVo bundles that include Expanded Basic TV by \$5.00 each starting with the December billing for January services. The motion passed by unanimous vote.

Mr. Arnold discussed the programming contract with Tribune Media. A motion was made by Ms. Devlin and seconded by Mr. Piscitelli to recommend to council to take action to approve the Tribune Media contract for WPHL 17 and WGNA.

NEW BUSINESS FOR TELECOM DEPARTMENT

Mr. Arnold discussed the current subscriber counts and possible ways to improve future tracking.

OFF AGENDA

None

ADJOURNMENT

There being no further business to discuss a motion was made by Mr. Piscitelli and seconded by Ms. Devlin to adjourn the meeting. The motion passed and the meeting was adjourned at 7:00 pm.