

**CITY OF CORTLAND CABLE COMMISSION**  
**Third Floor, City Hall, Mayor's conference room**  
**Monday, January 7, 2013**

Present: Richard Menapace, Chair; James Forshee, Aaron Hamid, and Sharon Stevans, Commissioners; Barbara Bergeron, Secretary

Absent and excused: Kevin Williams and Lisa Kahle, Commissioners and Vince Minnella, ex-officio member

Quorum was present.

Chair Menapace called the meeting to order at 6:59 PM.

Commissioner Stevans made a motion to adopt the minutes of December 3, 2012. Commissioner Forshee seconded the motion, and the minutes were adopted.

Old Business:

Commissioner Stevans advised the new equipment was working great.

Chair Menapace in behalf of the Cable Commission submitted a letter to the editor in the "Cortland Standard" seeking comments/complaints from Time Warner Cable (TWC) customers who might also be present at the upcoming Public Hearing, January 15, 2013. Chair Menapace stated Ruth Grunberg sent an e-mail to him recommending the Commission invite Herb Engman (Tompkins County Cable Commission) to the public hearing. Commissioner Forshee suggested if he were to come, it would be an opportunity to talk with him

Commissioner Stevans advised the members of the Commission should be prepared to say something if there are no or few public comments. Commissioner Forshee recommended Chair Menapace refer to e-mail copies sent to TWC picturing a history of their being unresponsive. Chair Menapace reported Cortland City Mayor Brian Tobin's letter requesting the TWC representative attend the public hearing has also gone unanswered.

Commissioner Stevans added consumers' point of view is important and they should have something to say. Commissioner Hamid stated there would be one or two from Cortlandville, possibly council members.

Commissioner Stevans has talked with Neil Benjamin, news reporter for "Cortland Standard" regarding a press release article, and he will be at the public hearing.

Chair Menapace also received an e-mail suggesting the Commission collaborate also with Onondaga County. Melanie (Arnold) at the TWC Cortland office no longer has a local phone number. Customers, instead, must call a toll 315 area code. Ruth Grunberg will be at the hearing.

Commissioner Forshee asked if TWC has a complaint desk-- just customer service department. Commissioner Hamid asked who the assigned TWC delegate was to our area:

David Whalen (w) 607-644-0025, ext. 57312; (c) 607-427-7312

Commissioner Forshee suggested a hand out with the above information should be circulated at the hearing. Maybe the public would try calling him directly.

Chair Menapace asked the feelings of those present about working with Tompkins and Onondaga County. After the hearing, this may be pursued; it sounded like a good idea.

Chair Menapace reviewed the steps for the Public Hearing:

- He'll do a brief talk regarding TWC's lack of communication and lack of outage reports
- Invite people an opportunity to speak
- Sign in sheet
- People to speak according as they sign in
- Advise those speaking there is a time limit of 3 minutes if Mayor Tobin doesn't state a time limit. Commissioner Stevans stated this would depend on how many consumers come.
- Chair Menapace will check with Mayor Tobin for written public comments
- Chair Menapace will ask for the City Clerk to take minutes
- A list of comments should be compiled and circulated to the Commission, PSC (Public Service Commission), TWC, and the municipalities (City of Cortland, Cortlandville, Village and Town of Homer, and McGraw).
- Commissioner Stevans to place Public Hearing notice on WXCH 101.5 FM
- Commissioner Stevans will also give to Melanie for TV Channel 2
- Commissioner Stevans will be taping the Public Hearing and the Council meeting that follows.

Commissioner Hamid asked, "What are the next steps following the hearing especially if not many complaints are presented?" Commissioner Forshee suggested coalition and collaboration with Tompkins and/or Onondaga commissions should be considered.

Commissioner Stevans brought in the packet of grant option materials for small businesses sent from Congressman Richard Hanna's office. As she noted she had asked for his support when the time came that the Commission might look into grants. For now, she thinks these resources are not suited for the needs of the Commission.

Thank you letters were sent to City of Cortland and Cortlandville for funds received to purchase the new equipment.

New Business:

After the public hearing, Chair Menapace announced Mayor Tobin would offer ideas regarding the lack of attendance at meetings especially from the municipalities of Village and Town of Homer and McGraw. Mayor Tobin wanted to know if there was a clause in the bylaws. We need to define a minimum requirement of attendance at meetings to stay on the Commission or ask related municipality to get a replacement. This may be difficult for the municipality. After discussion, Commissioner Hamid suggested a percentage of meetings missed would work as the Commission may not meet monthly in the future. This topic was tabled until after the Public Hearing.

Next meeting February 4, 2013

Chair Menapace adjourned the meeting at 7:40 PM.

Respectfully submitted,

Barbara Bergeron