LOWER MILFORD TOWNSHIP

Lehigh County, Pennsylvania

Board of Supervisors Special Meeting Minutes

Monday, October 5, 2026

The Board of Supervisors held a Special Meeting on Monday, October 5, 2026, in conjunction with the Lower Milford Township Planning Commission. The meeting was held at the Township Municipal Building located at 7607 Chestnut Hill Church Road, Coopersburg, PA 18036 and was livestreamed via YouTube.

In attendance were Timothy Cougle, Chair; Susan LaBrie, Vice Chair; Jason Flexer, Supervisor; Mark Cappuccio, solicitor; John Harbove, Planning Chair; Kara Stever, Planning Vice Chair; John Bannon, Planning member; Jeffrey Owler, Planning member; Andrea Silvestri, Zoning Officer and Planning secretary; and Wayne Doyle, engineer.

Public in Attendance: 3
Public Watching Virtually: 2

Cougle called the meeting to order at 6:35 PM.

Public Comment: None

Cougle introduced the topic of livestreaming Planning Commission (PC) meetings after launching the livestreaming of Board meetings earlier in the year. Harbove relayed concerns from PC members that were not present, including the proposed platform of YouTube due to interjected ads, recommended videos and AI-generated closed captioning which was not always accurate. Cougle highlighted that YouTube's service was free to the Township as a governing body and works with the purchased equipment; but that he was open to considering other streaming services. He also stated that there were no ads on the Township's YouTube videos but he could not comment on the accuracy of the closed captioning for any streaming service. Harbove questioned if the streaming service will be complaint with the upcoming ADA compliance requirement. LaBrie doubted being able to find a service with 100% closed caption accuracy due to the struggles of technology translating voice into text. Harbove asked if the Board would be open to the PC's suggestions for alternative platforms, noting that he has access to some governmental usage streaming used by the state and federal governments. Harbove shared concerns about potential litigation, believing that decisions being made by the PC and possible waivers granted could be misinterpreted based on the video evidence without all the supporting documentation in front of the observer. Cappuccio shared that it is always a concern, noting that waivers are specific to a property and the record should support why it is being granted. LaBrie commented that misinterpretations can occur no matter what and referred to responses received from other municipalities when asked about how livestreaming their PC meetings has been working out, noting that they have not run into legal issues. Harbove suggested a platform that offers the ability to insert exhibits to provide more context. Cougle said that option was available via YouTube. Harbove relayed another concern from an absent PC member, stating that cameras facing the public may discourage people from attending. Cougle countered that it's a public building and anybody could come in and record Township meetings. Harbove was worried it would discourage interactions, sharing that people already seemed timid to voice their opinions without cameras. Harbove requested posted signage that meetings are being livestreamed to ensure attendants were informed. LaBrie shared

feedback she's received from residents, including requests for more transparency and positive responses after the Board meetings went live. Cougle suggested it can help provide a more accurate record of people's comments and statements. Michael Housten, owner of AASA Land Surveyors, commented that other municipalities he presents plans to including the City of Allentown all have signage posted at their doorways that the meetings are being recorded. Flexer asked Housten if his approach changes between meetings that are livestreamed versus ones that are not. Housten said it does not but he can understand how it would for others. LaBrie thought video recording also offers more civility. Stever said she was unsure how livestreaming offers more transparency as a record already exits with approved meeting minutes. Bannon asked if there is a retention policy for the videos and who keeps them. Cougle responded that he and the Township Manager have login access to the YouTube account and the free package keeps videos for 24 months but that there's options to change it. Bannon stated that some of the example policies from other municipalities state they only keep the videos until the official minute record is approved. Bannon expressed concern that some intricacies such as video evidence of exact statements made in the meeting versus the approved meeting minutes being the official record was not being considered. Bannon continued that meeting minutes are already ADA complaint and requested a retention policy to keep costs down for storage. Bannon asked how the videos are linked to the website. Owler asked who is in charge of making sure the Township is in compliance with record keeping and minutes. LaBrie voiced that livestreaming offers opportunities for people with disabilities to watch/listen who cannot attend in person. Harbove summarized that the PC would like to make a recommendation on a platform and posted signage in the meeting space. Harbove asked what the Board's timeline was for implementation of livestreaming all Township meetings. Cougle responded that he was hoping for January of next year.

Public Comment: None

Motion to adjourn meeting from LaBrie. **Seconded** by Flexer and **unanimously approved**.

Meeting adjourned at 7:02 PM.