



Town of Fairhaven

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Meeting Notice

Cable Advisory Committee

2017 JUL 14 P 4:24

FAIRHAVEN,
MASS.

Place of Meeting

Bonquet Pm Town Hall

Date & Time

Tues July 18, 2017 7PM

Meeting of

Cancelled / Postponed to

[Signature]

SIGNATURE

CAC Agenda July 18, 2017

- I. Review of minutes from previous meeting
- II. Bobby Brusco Access Director Update on PEG functioning including coverage, staffing, equipment, and studio set up, and timelines
- III. Continued discussion of PEG matters
- IV. Discussion of contract with Atty. Bill Solomon
- V. Continued discussion of timetable for license
- VI. Update on Policies and Procedures
- VII. Any other business not anticipated prior to meeting

VIII Review proposal for Signal Quality Test -
residential, commercial, Inet



Town of Fairhaven

Town Hall 40 Centre Street, Fairhaven, MA 02719

Minutes of Meeting

Cable Advisory Committee

PLACE OF MEETING: **Town Hall Banquet Room**

DATE AND TIME: **July 18th, 2017, at 7:00 p.m.**

MEETING OF: **Cable Advisory**



(Signature)

8-29-2017

(Date Signed)

Present: Barbara Acksen, Ex-officio: Selectman Bob Espindola, John Methia, Ronnie Medina, Michael Merolla

Absent: None

Guests, Juliet Li. Drew Furtado, Bobby Brusco.

The meeting was called to order at 7:10 P.M

Meeting notes from the June 6th Meeting were reviewed.

John Methia motioned to approve with one correction that Merolla contains only one "r"

Ronnie Medina seconded

There was no further discussion

The motion carried unanimously.

Bobby Brusco provided an update the following;

Bobby provided further detail on recent equipment failure and ongoing training by the Fire Department.

He reviewed the status of the Castus AV system. The new unit will be a three (3) channel system allowing for Government Access, Public Access and a spare channel if needed for backup.

Lights and curtain materials are due to arrive next Friday.
Curtains will open side to side
Green Curtain can be moved front to back allowing for a lot of flexibility

Bobby said that Ashley Bendicksen is interested in doing a Public Access show and that artist Jill Jensen has asked to work with Bobby to do a music video.

Bobby reviewed success of covering August 1st event called "First night" aimed to bring the community and local police department together.

There was further discussion of the Grand Opening event but a date was not yet set. There is more work to install equipment prior to the event and the policies and procedures document needs to be finalized before people can be told that Public Access is ready for operation of the studio.

Bobby indicated that he could use an additional 1-2 people on staff and that he would work to justify that to Town Administrator Mark Rees.

John Methia discussed the new camereas that are dure to be installed, permanent mikes, TV Montors, etc. A lot of this should be ready in the next few weeks.

There was discussion of adding a podium to encourage people to stand to ask questions and there was discussion about adding in audio repeaters for the benefit of the audience in the (Banquet) meeting room.

John Methia indicate d e would like to see the camera angle lower if possible so the presentation looks less like a security camera shot.

Bobby said he would look to add an "On Air" light and so those in the meeting could be aware and also a monitor so that committee members can see what is being shown on TV at any point in time.

John Methia commented that Bobby is doing a great job and that sentiment was echoed by the committee on the whole.

John Methia reminded the committee about the possible HD channel and it may only take a modulator to get that channel to work for the Town. Bobby will look into that.

Bob Espindola updated the committee on cable licence contract talks. Ana additional meeting is scheduled for Monday, August 14th and the goal is to have further developed Ascertainment documents at that time for Attorney Solomon to review and then, after that, meetings may be set up with Comcast.

There was a discussion about the Signal Quality proposal submitted by Greg Hall from BroadLink Technology Solutions, LLC.

The testing would have to be done on the consumer end, not on the distribution end and volunteers would need to step forward to agree to have their systems tested.

John Methia motioned to recommend to Mark Rees, having a signal quality test done in accordance with the proposal in a not to exceed amount of \$2,460 with signal testing done on a first come, first served basis.

Mike Merolla seconded the motion.

There was no further discussion

The motion carried unanimously.

Barbara Acksen passed out hard copies of a DRAFT policies and procedures document and agreed to continue working on the document with Attorney Solomon and Bobby Bruso.

There was a discussion about including content about “hate speech” in the document and Mike Merolla expressed concern about “censorship”.

Barbara Acksen agreed to follow up with Attorney Solomon to get some recommended language for the document in that particular area.

The next meeting will be on Tuesday, August 15th, at 7:00 PM (location to be determined).

Discussion resumed about the Open House and timing.

Bob Espindola motioned for the CAC to give Bobby Bruso the responsibility for setting up the Open House, including selecting the dates, advertising, etc.

The motion was seconded by John Methia.

There was no further discussion

The motion carried unanimously.

Mike Merolla made a motion to adjourn at 8:25 P.M.

Ronnie Medina seconded.

There was no further discussion

The motion carried unanimously.

Submitted by Bob Espindola, acting Secretary