



Town of Fairhaven

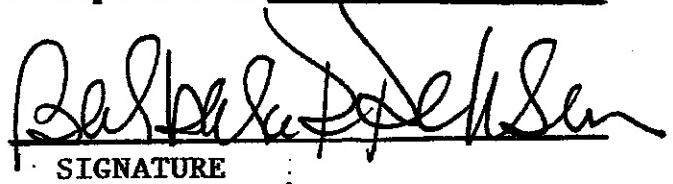
Meeting Notice

Cable Advisory Committee

Place of Meeting Town Hall Banquet Room

Date & Time Tues Aug 29 7PM

Meeting of _____ **Cancelled / Postponed to** _____


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TOWN CLERK
2017 AUG 24 P 2:56
FAIRHAVEN,
MASS.

CAC Agenda August 29, 2017

- I. Review of minutes from previous meeting
- II. Bobby Bruso Access Director Update on PEG functioning including coverage, staffing, equipment, and studio set up, Open House
- III. Continued discussion of PEG matters
- IV. Update on relevant discussions with Attorney Bill Solomon
- V. Review of proposal for contract with Atty. Solomon
- VI. Continued discussion of timetable planning for license
- VII. Update on Policies and Procedures and PEG organization
- VIII. Any other business not anticipated prior to meeting agenda

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2018 FEB -2 P 12:53

FAIRHAVEN,
MASS.

Minutes of Meeting
Cable Advisory Committee

PLACE OF MEETING: Town Hall Banquet Room

DATE AND TIME: August 29th, 2017 7:00 pm Revised

Present: Barbara Acksen, Selectman Bob Espindola, Ronnie Medina,
John Methia

Absent: Mike Merolla

Guests: Drew Furtado (Fairhaven BDTV), Bobby Brusco. Cable Access Director.

The meeting was called to order at 7:10 PM

Meeting Notes

John Methia made a motion to accept last meeting minutes with typo and spelling corrections. Minutes were reviewed and accepted.

The vote was unanimous in favor

Update on PEG functioning and coverage

Bobby Brusco Update the board on the open house. Aiming for September, curtain and furnishings will be installed next week.

Mr. Brusco talked about what he has planned for the open house.

John Methia suggested notifying the neighborhood news

AS AMENDED -
Rec'd AT
11-21-17
CAC MTG
FROM John
Methia
(ORIGINALY
RECORDED)
JF

Bobby said he has contacted the Neighborhood News.

Bobby notified the board that he has Launched *Henry TV* and has launched a audio Podcast.

Henry TV will feature historical facts and videos, archival programming.

We are waiting for Comcast to notify him on the HD channels and the use of HD modulator to switch over.

John Methia noted that Bobby is buying the best equipment in preparation for the HD channel launch. Quality equipment will last a longer.

Bobby Bruso projected a "soft opening" for September.

Bobby then gave us details on the soft opening. The soft opening will include a studio tour, demonstration, media carnival. Visitors can interact; take part in touching and working with the equipment. We will educate and make people aware of what options they'll have.

John Methia noted the pieces that Bobby has done already such as the Marine Services video etc. are of great quality as well as informational.

Bobby said he has had great feedback from other department heads. Showing interest in doing videos for their own departments.

Bobby Bruso spoke about how great it is having the High School TV students working with him. The high school is a great feeder and they are gaining valuable experience.

John Methia made mention that he couldn't be happier with the progress and Mr. Brusso's performance.

Mr. Brusso told the board that some folks who have had shows in the past have shown interest as well. He mentioned that ML Baron was in touch and has a wealth of archival footage. Footage that would be perfect for *Henry TV*

Chairwoman Acksen opened discussion on the cable access operating conditions and the contracts progress.

Mentioned that the reason for the meeting on the 29th was in order to accommodate Attorney Solomon

The meeting has been rescheduled on a couple of occasions
Attorney Solomon wasn't able to attend due to a personal issue.

Chairwoman Acksen said that the agenda for last meeting was to be policies and procedures conditions, mission, protected speech.

Attorney Solomon has advised the committee not to enter language on protected speech.

Attorney Solomon will provide us with language but still hasn't.

Mr. Methia added that we should stay on track with the launch and the contract timetable.

Barbara Acksen mentioned that she spoke briefly to Mr. Solomon about PEG structure. Attorney Solomon mentioned that we may want to do a call with all parties, Chairwoman Acksen suggested a reschedule of a meeting so all can be involved.

It was also mentioned that we should look at making the Education channel structure more robust to include more schools that just Highschool. Chairwoman Acksen said she can't comment fully until we have the discussions with Attorney Solomon

In those discussions we will discuss options related to becoming a 501c3 or staying a town department.

Chairwoman Acksen stressed the importance of policies and procedures as well as PEG structure and the kind of programming that we will be reviewing the Comcast contract with Mr. Solomon. She asked Mr. Solomon to provide a contract. We will be recommending to Mark Rees that they accept the contract as written.

John Methia said that Mr. Rees would have a better sense than he has as to the contract language.

Mr. Methia made a motion to ask that Mr. Rees review attorney Solomon's contract agreement/proposal. The vote was unanimous in favor.

The discussion then turned to timetable of the license renewal. Mr. Methia voiced some concern over the delays.

Chairwoman Acksen made the point that it is imperative to get the policies and procedures and structure complete.

John Methia made mention that in the plus column we are light years ahead of where we were a few months ago. This is in regards to the build of the studio, equipment purchase, staffing and facilities.

Mr. Brusso asked if we could "light the channel" with programming. Chairwoman Acksen made the point that the structure and policies need to be complete first before we light the channel.

Barbara Acksen mentioned that most of the procedures are in place and that we just need final review and some clarification.

Drew Furtado mentioned that the education channel is the focus of the school department. He asked to be involved in the process.

Chairwoman Acksen made it known that the board would reach out to Dr. Baldwin as the process moves forward. There was discussion related to other systems and how education channels are staffed and managed.

John Methia asked Mr. Furtado to share a overview of how the channels are set up for those residents and viewers who may not be familiar.

Mr. Methia asked that Mr. Furtado gives the viewers a clear description of the "E" portion of the "PEG" structure.

Mr. Furtado said that the Education Channel is currently managed by the School Committee/School Department

Barbara Acksen mentioned that basically some of the structures could change. This would be taken under advisement by the Attorney Solomon and in the drafting of the new contract.

John Methia mentioned that with the council of Attorney Solomon that Mr. Rees will guide us.

Mr. Furtado's view is that the school department should continue to manage the Education Channel

Mr. Methia said that we as a committee would suggest that we do more with Elementary Schools Etc.

Mr. Furtado said that we are currently doing more with other schools. He said that we've had more than 10,000 programs according to his annual report.

Barbara Acksen said that she would like to see a robust and sustainable educational channel.

Mr. Brusso offered that he would like to see satellite facilities such as cameras at other schools thus offering more programming on the "E" channel.

Concerning a non-profit structure, John Methia said that based on past discussions and agreements that he feels we should continue as a town department unless Attorney Solomon or Mr. Rees suggests otherwise.

Mr. Brusso said that they are in "lock step" with the students at the high school and heading in the right Direction.

Chairwoman Acksen said that we need to discuss it as we work on the license language.

John Methia mentioned that with the changing industry we may not see another license like this in the next ten years. This may be our last contract/money from Comcast. Mr. Methia also said it's all about being local.

Barbara Acksen mentioned that we should also discuss cable provider competition. John Methia mentioned that with changes on the technical landscape there will more than likely be more offerings and a more vibrant marketplace.

Chairwoman Acksen update the policy and procedures and PEG organization saying that we are awaiting attorney review on the draft as it is written.

In other business Mr. Furtado presented a sheet outlying some of the production that his students are working on. He discussed in detail the past, current and future productions. It was quite extensive and impressive.

John Methia showed praise and talked about the Student Emmy Awards and congratulated Mr. Furtado and his students on their achievements.

Mr. Methia asked if Mr. Brusso has had any luck with advertising for a assistant. Mr. Brusso said he could use administrative part-time help. It is now in the hands of the town's Human Resources Director.

John Methia suggested having a Thank you luncheon, pizza/food as a thank you for staff and volunteers after the open house. It was agreed that a thank you luncheon is a good idea.

Mr. Brusso added that the new sound system is in the auditorium and some of the new lighting is coming in as well.

With no other business

John Methia motion to adjourn.

Ronnie Medina seconded

The motion carried unanimously.

Submitted by John Methia

Approx 7:53