

# **DRAFT MINUTES**

## **CATV Advisory Committee Minutes April 1, 2010**

Place: Wheelwright Room, Town Offices  
Time: 5:30 p.m.

Present: Sam Bruno, Andy Swanson, Joe McCarthy, Candance Hoene.

Staff: Russ Dean, Andy Swanson

CATV Counsel: Kate Miller

Corinne Pollard addressed the committee. She is a senior citizen and had a question about the high definition package. She is paying \$142 per month for the bundle of Comcast services.

The committee then discussed the contract. Jay Somers is to talk with Sam directly about the SST wiring to ensure the specifics are captured. Comcast construction persons are to review with Sam the particulars to ensure accuracy.

Once the contract is approved it would be 6 to 9 months for the new channels to become available. Comcast prefers a fixed date to come on line such as February 1, 2011 as an example. Capital budgets are in by July at Comcast, for the following year's work. It was agreed a timeline for the channels needs to be established and communicated.

Attorney Miller mentioned that typically if a new channel does not cause Comcast a capital expense, it is just a channel switch.

The future of the bulletin board under the 3 channel set up was discussed including administration. It was understood the education channel would have a separate bulletin board and access and government would share one.

The origination points were discussed further and these were agreed to – the EOC and the Lincoln Street school.

The group will meet again in 2 weeks to finalize comments on the contract proposal. Kate Miller will not attend as it is school vacation week.

Jim Fellows and Andy Swanson will complete an equipment list, both current and needed for the 3 channel set up. Sam will also assist on this.

Joe McCarthy will work on a job description for an EXTV associate and Russ will work on the proformas.

Respectfully submitted,

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Russell Dean  
Town Manager