

**CABLE ADVISORY COMMITTEE
MINUTES
MAY 5, 2015
BILOTTA MEETING ROOM, TOWN HALL**



Those present: Cable Advisory Members: Steve Walker, Rhonda Lisio, Jamie Toale, Tom Alonzo, Paula Bertram

Others present: Jo McLaughlin, Advisory Member; Kerry Speidel, Town Manager, Elaine Peterson Bill Hewig, Kopelman & Paige, Kathy Herrick, Town Clerk

Those not present: Steve Malandrinos, Advisory Member

Meeting was called to order by Ms. Herrick at 6:00 p.m. Ms. Herrick welcomed all attending and requested nominations for officers. Ms. Herrick exited the meeting.

Motion: J. Toale

2nd: R. Lisio

To appoint Mr. Alonzo as Chairman

Vote: All in Favor

Motion: J. Toale

2nd: R. Lisio

To appoint Steve Walker as Vice Chairman

Vote: All in Favor

Mr. Hewig entered the meeting and all present were introduced to him. Mr. Hewig passed out handouts on the negotiation and ascertainment process for the cable license renewal. The cable license expires in September 2017. Mr. Hewig stated negotiations are basically for funding. Programming and rates are not negotiable; Programming is determined by the market.

The license can be denied for two reasons:

- 1) The provider is not in compliance with the current license after notice and opportunity to cure and
- 2) The provider has not met reasonable community demands from the town.

One goal of this committee will be to ascertain what the town needs over the next ten years. Requests should be "cable-related," such as equipment, a remote drop site, studio etc.

Mr. Hewig asked the committee to consider if an educational channel is desirable as the town does not have one currently. Does the committee want an educational channel based at the new school? This could be a training opportunity for students as well as a center for community volunteerism/events.

Mr. Hewig advised conducting a survey of subscribers to hear what they want. He presented several samples from other towns. He also advised contacting department heads, committees and boards, and community organizations etc. to see what their cable-related needs are. He encouraged the committee to invite the public to their meetings to get feedback. Main concerns to keep in mind are customer service and signal quality.

In summary, the committee will need to hold one public hearing at some point, determine what the town needs will be going forward over the next ten years, and present a business plan with a proposed annual budget for negotiating purposes.

Motion: J. Toale
To adjourn the meeting at 7:00 p.m.

2nd: R. Lisio
Vote: All in Favor

Respectfully submitted,

Elaine M. Peterson
Executive Assistant to Town Manager

Approved: