



Town of Arlington, Massachusetts
730 Massachusetts Ave., Arlington, MA 02476
Phone: 781-316-3000

webmaster@town.arlington.ma.us

Cable Advisory Committee Meeting Minutes 03-22-04

SELECTMEN'S CABLE TELEVISION ADVISORY COMMITTEE
 Minutes of meeting of March 22, 2004

Meeting began @ 7:10pm in the Selectmen's Chambers, town hall.

Members Preset – Phil McCarthy, Bob Chebator and Paul Berg
 Also in attendance – John Maher, Charles Norton and Glenn Koenig

The draft minutes of the meeting of February 10, 2004 were VOTED (3-0) approved on motion of Mr. Berg, seconded by Mr. Chebator.

Mr. Maher and Mr. McCarthy reported on the meeting of March 4, 2004 with Jane Lyman, Mgr., Government & Community Relations, Comcast. The meeting was held to explore the feasibility and receptiveness of Comcast to fund a school department request for @ 105k in hardware and labor costs to enable the school department to switch from the copper based Comcast I-Net to the RCN installed fiber I- Net so as to solve the speed and reliability problems of the school's data transmissions. Steve Mazolla & Steve Meister briefly outlined the problem and Glenn Koenig of ACMI also addressed the poor quality of playbacks emanating from the Arlington Public Access Studio and the need to provide for fiber lines to the access studio and hardware changes @ town hall that would be needed if the copper I-Net were to be abandoned in exchange for Comcast's funding. Ms. Lyman was given the cost analysis provided by Steve Mazolla and advised that we thought that there was a possibility that with Comcast's buying power the job could be done for a much smaller cost. She inquired whether we would be seeking to accomplish this through an early renewal, license amendment or letter agreement. As we are approaching a license expiration and renewal in 2005, Mr. McCarthy stated that a letter agreement would be preferred.

She asked that we put the details of the proposal in writing to her. Mr. Maher asked Mr. Mazolla and Mr. Koenig to summarize their problems and proposed solutions in writing to him so he could put together a letter for submission to Ms. Lyman. Mr. Koenig reported that Comcast technicians had been at the studio for several days prior to this meeting addressing the poor signal quality issue and that it was somewhat improved. Comcast did this in preparation for the meeting with Ms. Lyman. The meeting with Ms Lyman adjourned. Mr. Maher reported that he has yet to receive the requested information.

He also reported that he had the school department's funding request reviewed and it was believed that it could be accomplished for a sum approximately 40k less than the school estimate. He also reported that the Webmaster position was again vacant, Mr. Strange having resigned and that Mr. Sprague had previously turned down the school dept. information officer position that the Selectmen had earmarked 40K of tech. fund money for. With the possibility of that money again becoming available, the lower estimate of funds needed for school tech needs, the lack of the requested written materials in support and the possible negative impact on upcoming renewal negotiations with Comcast as expressed by Mr. Maher it was VOTED (3-0) on motion of Mr. Berg, seconded by Mr. Chebator that we put further discussions with Comcast on funding the school dept request on hold.

The committee next reviewed the two responses to the Cable Television Renewal Consultant RFP both of which had been designated finalists. Strengths/ weaknesses were discussed and it was agreed that Mr. McCarthy would schedule both for oral interviews with the committee in open session on Tuesday, March 30, 2004 @ 7:15 and 8:00pm. Mr. Berg would also make some reference calls. The committee would then take public input, have further discussion if necessary, preliminarily rate the proposals, open the sealed cost bids and make a final

rating before settling on a recommendation for a finalist to contract with. Mr. Maher stated he would bring the sealed cost bids to that meeting. Mr. McCarthy circulated a rating sheet to be used in the process.

Ms. Ortwein's resignation was brought to the committee's attention and it was agreed that resumes would be solicited and committee members would make inquiries in hopes of finding a timely replacement for the Selectmen's consideration.

Mr. Koenig reported that ACMI had a [website @ arlingtoncommunitymedia.org](http://www.arlingtoncommunitymedia.org)

The meeting adjourned 8:45pm