

**TOWN OF DEERFIELD
CABLE COMMITTEE
September 18, 2012
DRAFT MINUTES**

Present: Deb Boisvert, David Sakowich, Kate Alexander

Absent: Harriet Cady

Call to Order

The meeting was called to order at 6:04p.m.

Approval of Minutes

The board unanimously approved the minutes as written for the meeting of August 21, 2012

Old Business

Comcast: There was no update regarding Comcast's interest in providing cable television service to Deerfield. Mr. Sakowich agreed to reach out to Comcast officials since Mrs. Cady has been unavailable to do so. Mr. Sakowich will also contact a representative of Verizon to see if there are plans to offer Fios television service in Deerfield. The committee briefly discussed Mrs. Cady's offer to resign from the board due to personal reasons if that was the wish of the committee. Members decided that Mrs. Cady should continue to serve on the committee. The committee voted to ask the town administrator to post a notice for additional board members interested in serving on the cable committee.

-Selectmen Meeting Room Video Equipment: Ms. Alexander met with Steve Jamele to go over the equipment in the meeting room after some concerns of poor audio during the broadcasts of meetings. The static microphones may be contributing to any audio issues. To improve audio quality, Ms. Alexander has offered to show selectmen the best way to use the microphones. The committee also suggested using a microphone stand to improve audio when residents and guests address selectmen during meetings. The committee also suggested putting a microphone near the town administrator to improve sound quality. The committee also talked about possibly obtaining a document camera for use during selectmen meetings. The committee also discussed possibly obtaining titling/character generator software for use during meetings.

-Public Hearing: No decision has been made in regards to setting a date for the cable television franchise renewal public hearing. The committee will ask selectmen to hold the hearing on a Monday, before or after a scheduled selectmen meeting in October. The committee will ask a representative of MetroCast to attend the hearing.

-Cable Contract Franchise Review: Ms. Alexander and Mr. Sakowich will be contacting the 19 communities in the state served by MetroCast for information regarding their renewal of contracts. The committee has developed a list of questions to ask the towns regarding their negotiations with MetroCast. Mr. Sakowich will develop a survey for representatives in the 19 communities to answer the cable committee's questions. The committee also discussed forming an email group for the 19 communities to exchange information.

-Cable Survey: 74 Deerfield residents have responded to the cable committee's survey concerning the service provided by MetroCast. The concerns raised by residents included the cost of cable television service, the number of HD channels offered on lower tier cable plans, and asking another cable provider to offer service to Deerfield residents. The committee voted to extend the survey deadline from September 15th, 2012 to the Monday before selectmen hold the franchise renewal public hearing.

New Business

-Audit List: The committee will review the current cable contract prior to the next meeting and then develop a list of audit questions to determine if MetroCast and the town has met all the obligations of the current contract.

-Next Meeting: The committee voted to hold the next meeting on October 8th instead of the regularly scheduled meeting planned for October 16th.

Meeting Adjourned

7:26 p.m.

**Next Meeting: October 9th, 2012 at 6 p.m.
George B. White Building**

The Minutes were Transcribed and Respectfully Submitted by David Sakowich
Pending Approval by the Deerfield Cable Committee