



# Town of Fairhaven

Town Hall 40 Centre Street, Fairhaven, MA 02719

## Minutes of Meeting

### Cable Advisory Committee

PLACE OF MEETING: **Town Hall Banquet Room**

DATE AND TIME: **February 18<sup>th</sup>, 2016, at 7:00 p.m.**

MEETING OF: Cable Advisory Committee

(Signature)

3-22-2016

(Date Signed)

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Present: Barbara Acksen, Ex-officio: Selectman Bob Espindola, Ronnie Medina, John Methia  
Absent: None  
Guests: Chuck Sherwood, Joe Booth, Gary Laviolette (part time)

The meeting was called to order at 7:15 P.M

### Meeting Notes

The January meeting notes were not available. Approval will be at a subsequent meeting.

### Outreach Event Notes

There committee recapped the Outreach event. It was lightly attended, possibly impacted by the weather, but those who attended seemed to appreciate that we had put it on, asked good questions and provided positive feedback about the event.

Barbara Acksen pointed out that coverage by local newspapers was very helpful.

John Methia pointed out that the outreach advertisement and printed cards have generated interest by people who did not attend and he pointed out that posting the video recorded by Government Access as well as "on demand" will inform more people.

Mr. Methia also pointed out that e-mail lists, our Facebook page will help. He will follow the Town policy on social media when setting up the Facebook page.

The audio for the event was not ideal due to having to hold the event in the auditorium but was acceptable overall.

Surveys completed by those in attendance indicated that people were interested in cost, quality improvements and competition for Comcast, if possible.

There was very positive feedback on the

### **Feasibility Study Review – Joe Booth**

Mr. Booth handed out a “Draft” report entitled “Fairhaven Community Access Television Studio Feasibility Study, 150 Sconticut Neck Road  
Dated 12-17-2016

He indicated the documents were a “work in progress”

The document includes;

- 1) Description of the Building
  - a. JMBA + report of building condition (Architectural)
  - b. Griffith & Vary report on condition of building (Mechanical, Electrical, Plumbing and Fire Protection)
- 2) Adaptive reuse requirements (not complete yet).
- 3) Code Requirements
- 4) Design Documents
- 5) Statement of probable costs.

Mr. Booth reviewed building code and energy code requirements.

Mr. Booth indicated he has met with Building Commissioner and Fire Chief.

The Building Commissioner is concerned about the roof.

Pricing will carry a factor for roofing upgrades but Mr. Booth has not enlisted a structural engineer at this point, when a full design team is on board in a subsequent stage, if the Town moves forward.

The “Forward” is on the first page. Mr. Booth asked if the Committee could write a “Blurb” about the committee objective for the study. Barbara Acksen agreed to work with Mr. **Sherwood** on that outside of our regular meetings.

There will be multiple pricing options, covering expansive revisions and everything on the “wish list” down to a more affordable, scaled back version.

Business Use building. Mr. Booth suggested we need to establish that so not considered a change in use. Change in occupancy is OK but not change in use, in terms of construction costs.

Mr. Booth indicated costs would be in the order of magnitude of +/- 10% of the costs outlined in the document.

Mr. Booth will continue to refine the feasibility study into a Final document over the course of the next month or so.

John Methia will continue to work on Equipment costs between now and the next meeting.

Bob Espindola will contact Comcast and the Town accountant to gather information on franchise fees paid over the course of the past contract and expenses incurred for Government and Education access and start to form an outline of a projected annual budget.

The committee reviewed equipment proposals from The Camera Company relative to Town Hall upgrades. While the committee thinks this type of work could show immediate improvement in quality of productions, sound quality, etc, the consensus was that the Committee should wait to make final recommendations until all the big picture costs for the building and all other equipment and operating budget have been formulated.

The Project schedule is about one year for engineering, design, construction with about eight months of that allowed for the construction process.

Adaptive re-use will be completed later.

General sections include

Description of building as is today.  
Griffith & Vary Report on Mechanical systems  
Building Code (10-12 pages)  
Programming

### **Next Meeting**

The committee decided that the next meeting would be held on March 15<sup>th</sup>.

Ronnie Medina Seconded

John Methia made a motion to adjourn at 9:03 P.M.

Ronnie Medina seconded.

There was no further discussion

The motion carried unanimously.

Submitted by Bob Espindola, acting Secretary