

**Minutes of the Harvard Community Cable Access Committee Meeting  
September 12, 2012**

Meeting was called to order at 7:08PM.

Attendees

Mitch Norcross (Chair)  
John Ball (Member)  
John Burns (Member)  
Paul Lierhaus (Member)  
Stu Sklar (Member)  
Bill Johnson (BOS liaison)  
Laura Vilain (Finance Committee liaison)

The committee welcomed Stu Sklar and Jonathan Williams as new members appointed by BOS at the Sept 4 meeting.

Review and approval of Minutes of the 8/15/2012 meeting was deferred.

Election of officers was deferred until all members of the Committee are present.

A recent news article described the partnering of the Natick's Cable Committee and School System in conjunction with the opening of their new high school. Robert Fernandez agreed to follow up to see if there are opportunities that apply to the plans for Harvard.

Members of HCTV Relocation Working Group met with Mark Force (Bromfield Facility Manager) and Gabe Vellante (Harvard Building Inspector) to discuss possible floor plans and the process for implementing changes to the existing facility. Mr. Vellante noted that the changes will require engineered drawings and a building permit. The committee is seeking Harvard residents who might be willing to offer their services pro bono. Some potential architects and builders have been identified and approached. The Working Group is awaiting clarification of the space requirements for the recycling group which currently shares the space. Mr. Force indicated that the proposed single stream recycling plan may negate the groups need for the space used to sort the recyclables.

Stu Sklar asked if the committee had investigated incorporating the HCTV schedule into Charter's Guide; after a brief discussion, Mr. Sklar took an action to contact Charter.

The committee discussed the 5 year plan. Mr. Johnson suggested that the plan could be viewed as having a tactical component and a strategic component. The tactical component, summarizing continuing activities, is largely unchanged from last year. The strategic component was discussed extensively. 6-8 items were identified; Chairman Norcross requested a follow up meeting to complete the plan. The meeting is scheduled for 19 September.

Mr. Johnson stated that the BOS has requested a self assessment of the committees performance against last years plan. Chairman Norcross agreed to complete the assessment.

Laura Vilain introduced herself as the Finance Committee liaison. She suggested that the committee consider submitting funding requests to support the planned relocation to Bromfield.

The meeting was adjourned at approximately 9:10.