



Town of Northborough

“Cable” Committee meeting Minutes

2/26/13

Present (alphabetic order):

John Coderre	Town Administrator
Kathy Dalgliesh,	NCAT Director
Bruce De Graaf	Committee Member
Jeff Junker	Committee Member
David Kane	Town MIS/GIS Director
Dick Swee	Committee Chair

At 6:00 pm, Mr. Swee called the “Cable” Committee meeting to order.

The committee wishes to thank John, Kathy and David for taking time from their busy schedules to meet with the committee. It was very helpful.

The meeting was called to review future plans and the committee’s role with John Coderre.

Topics discussed at the meeting:

- Previous committee work over the past 2 years ¹
- Background of the committee members
 - extensive communications, networking and cable industry experience
- Committee Mission including
 - Massachusetts state guidelines ² & other towns’ mission statements ³
 - Proposal which was previously submitted
- Committee previously submitted proposal for Charter contract renewal
 - Proposal for changes to 10 sections of existing contract
 - Proposal for elimination of separate Data Services- I-Net contract

Action Items resulting from the meeting (dates TBD):

ACTION	RESPONSIBILITY
Develop a plan with dates and times to begin discussing Charter contract renewal	Kathy Dalgliesh to put a packet together for everyone to review
I-Net/Data-Services contract plan (eliminates costs and a separate contract)	David Kane and John Coderre

Respectfully submitted - Dick Swee (Chair)

¹ http://www.town.northborough.ma.us/Pages/NorthboroughMA_CableMin/

² <http://www.mass.gov/ocabr/consumer/cable-tv-and-telecomm-a/cable-tv/consumer-rights-fact-sheets/consumer-rights-fact-sheets/cable-advisory-committee.html>

³ http://www.concordma.gov/pages/ConcordMA_Bcomm/Cable%20Television