



# Town of Northborough

"Cable" Committee meeting  
12/1/14

---

**Present:**            **Kathy Dalglish, NCAT Director**  
                         **Dick Swee                    Chair**  
                         **Gregory DePaoli**

At 7:00 pm, Mr. Swee called to order the "Cable" Committee meeting. The following topics were discussed:

- 1- A Verizon contract renewal schedule notice from the Massachusetts Department of Telecommunications was distributed. The notice identifies a timeline for renewal which must be completed prior to the Verizon contract expiration date of July 20, 2018. A copy of the notice is attached to this meeting summary.
- 2- The town's Charter I-NET (town government private network) has now been completely replaced by the town's own newly installed fiber network. This saves the town Charter's significant annual maintenance cost and will pay for itself in a short time frame.
- 3- There is no new news on the Charter-Comcast pending Northborough license transfer. The process is still dependent of the US Government approval of Comcast acquisition of Time Warner Cable (TWC) which is covered in the news and updates are available at the FCC web site (<http://www.fcc.gov/transaction/comcast-twc> ) and blogs. The FCC had stopped their 180 day review clock in October. We requested a copy of the town signed license transfer for the committee. This was signed resulting from the August 11, 2014 selectmen's meeting.
- 4- Emergency Preparedness
  - a. PEG TV equipment is now connected to the Algonquin H.S. generator so it will continue to provide service in the event of power outages. Since more homes now have generators, PEG channels will now be viewable even in a power outage.
  - b. We discussed the role of PEG in emergencies and that public services such as police are tied into PEG broadcast facilities and useful during an emergency.
  - c. We discussed that "dry" runs of actual use of the emergency broadcast from police and fire would be a good idea to shake out any issues and make the operation smoother during a real emergency.
  - d. Streaming broadcast – we discussed that more emphasis should be placed on Internet streaming of the emergency broadcasts and to incorporate mobile devices which are so prevalent today.

- e. CodeRED could be used to announce an emergency and then instruct residents to look at PEG TV channels or to their computer or to mobile devices.
- 5- Town news program idea – we discussed the idea of having a weekly town news broadcast. Kathy has already been exploring this idea.
- 6- Yearly budgeting is in process
- 7- “ghosting” (shadows or interference) is still showing up on the PEG channels display for both Charter and Verizon and the cause has been elusive despite extensive efforts to find a solution.

**Respectfully submitted,**

**Dick Swee  
Chair**

DEVAL L. PATRICK  
GOVERNOR

GREGORY BIALECKI  
SECRETARY OF HOUSING AND  
ECONOMIC DEVELOPMENT



**COMMONWEALTH OF MASSACHUSETTS  
DEPARTMENT OF TELECOMMUNICATIONS & CABLE**

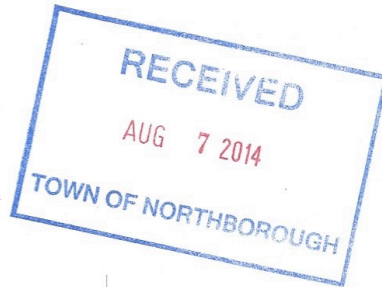
1000 Washington St., Suite 820 Boston, MA 02118  
(617) 305-3580 FAX (617) 478-2591  
www.mass.gov/dtc

BARBARA ANTHONY  
UNDERSECRETARY OF  
CONSUMER AFFAIRS AND  
BUSINESS REGULATION

KAREN CHARLES PETERSON  
COMMISSIONER

August 4, 2014

Chairman  
Town Hall  
63 Main St.  
Northborough MA 01532



Re: License Expiration Notice

Dear Chairman:

The records of the Department of Telecommunications and Cable indicate that your cable television license with Verizon New England, Inc. expires on July 20, 2018. Federal law provides for a formal franchise renewal process that begins thirty-six months prior to your license expiration date. The formal renewal process is designed to protect both the rights of the municipality and the cable operator, and requires the parties to adhere to certain timetables and requirements within the thirty-six month period. Alternatively, federal law allows parties to renew a license at any time through informal negotiations.

As the Issuing Authority, you may want to form a cable advisory committee ("CAC") and delegate to it certain duties. If you appoint a committee, please advise the Department of the name and contact information for at least one member. I have enclosed a fact sheet describing typical responsibilities of a CAC and a bulletin concerning potential conflicts of interest for both municipal officials and CAC members.

The Department has prepared a Practical Guide to Cable Television License Renewal that may be downloaded from our web site at [www.mass.gov/dte/catv](http://www.mass.gov/dte/catv). Through our Department Secretary and Municipal Liaison, the Department is available to advise you regarding your duties and rights during the renewal process. While we may not assist you with substantive negotiations, we would be happy to meet with you and/or your appointed CAC to discuss procedural requirements. If you would like to schedule a meeting or if you have any questions regarding the renewal process, please contact the Department at 617-305-3580 or via e-mail at [catrice.williams@state.ma.us](mailto:catrice.williams@state.ma.us).

Sincerely,

Catrice C. Williams  
Department Secretary  
Municipal Liaison

48 month