

TOWN OF PRINCETON, MA
Cable Advisory Committee
Meeting Minutes
December 21, 2016

CAC members in attendance: Darcy Rowell Paul Caneen,, Phil Gransewicz ,R. Lane Ware, David Union, and alternate, David Hilton.

BoS in attendance: None

Advisory Board members in attendance: None

Guests: None

Cable Advisory Committee Agenda:

Old Business

- Approve Minutes

- Discuss Old Business

- Review IAR document language

New Business

- Review Guidance Document

- Assign Tasks

Public Comment

The meeting was called to order at 6:30 PM.

Draft Minutes of December 13, Meeting were amended to include the attendance of David Hilton.

Motion to approve amended Minutes of November 16 Meeting was approved unanimously.

Darcy provided copies of the December 21,2016 Draft IAR, Draft IAR Guidance Document, and an email from John Kowaleski concerning technical requirements for the Cable TV System.

The committee reviewed both the Guidance Document and the Draft IAR to incorporate additions and corrections in the language. These included:

The addition of a paragraph in the Guidance Document to highlight that the IAR is for a Cable License, under which Internet service is an ancillary service included by the Cable License provider.

Incorporation of grammatical and formatting throughout the document.

Incorporation in Section 3.6 Subscriber Network, of reference to Technical specification DOCSIS 3.1 compliance, as well as sections not included in DOCSIS 3.1.

Deletion of comments throughout the document.

New Business

Assign Tasks

Darcy will ask Nina to issue a letter of thanks to John K., Chris Detsikas, and John Kowaleski for their technical assistance during our deliberations.

Darcy will incorporate revisions to the Guidance Document and forward to all

Paul will incorporate revisions and corrections to the Draft IAR as discussed in the meeting and forward to Darcy

Darcy will perform a line-by-line review of all the corrections, and revisions to both the Guidance Document and the Final Draft IAR.

Darcy will forward the Final Draft IAR and Guidance Document to the BoS.

This concludes the initial work of the Cable Advisory Committee.

No additional meetings are scheduled at this time.

The meeting was adjourned at 7:30 PM.

Submitted :

R. Lane Ware