

Town of Wayland Cable Advisory Committee
Meeting Minutes of October 13, 2011
Selectmen's Room, Town Building

Members Present:

Steve Allen (Chair)

Thomas Klem

Phil Radoff (Vice Chair)

Richard Turner

Guests:

Steve Correia (BoS)

Meeting opened by Chair Allen at 7:40 pm

- Audio and Video for Meeting Venues
 - Topic raised by Linda Segal on 9/7/11, asking for the Committee's support in advocating for Town funding to improve audio/video infrastructure for resident and member participation at town, board and committee meetings.
 - The Committee's position, while individually supporting the overall objective, is that this matter more properly belongs with entities concerned with Town Facilities work and budget.
 - Steve Correia will coordinate this with Linda and Steve Allen will write to her summarizing the Committee's position.
- Status of Video Return over Town & School Municipal Area Networks
 - The matter, per BoS action, is now formally within the Committee's Mission.
 - Information was requested from SullyMac, including
 - Bandwidth allotted to Video Return, especially at the Studio and Town Building.
 - Status and plan for Middle School.
 - Schedule for Public Safety Building.
 - Plans and schedule for other schools.
 - WayCAM has been alerted and will coordinate with installation into new studio.
 - WayCAM expects Middle School to be connected and tested by 11/14/11 – in advance of the Special Town Meeting scheduled for 11/17/11.
- Status of Comcast PEG Channels
 - Encoders for all three channels have been installed and are transmitting to Comcast's head-end in Needham (modulators are no longer being used).
 - WayCAM has dedicated Channel 8 to public access and educational (P & E) programming, and Channel 9 to government (G) programming. Comcast has a problem with the assigned channel number (10) for the new third channel so the signal transmitted to Comcast's head-end is not yet being returned to Town subscribers.

- When all three are working, Verizon will have to be notified. Verizon already carries three PEG channels, despite its license requiring only two until the incumbent activates three.
- ED or HD, as per FCC order, is still some years away, but WayCAM is planning equipment purchases with that in mind.
- Status of WayCAM Studio Relocation
 - Two conduits with pull-lines are said to be in place (we will try to verify this) – installations by Comcast and Verizon are being coordinated.
 - Lease has been completed.
 - Bank loan was taken out 10/4/11.
 - Studio construction is on schedule – drywall going up this week and intrusion alarms next week.
 - Completion of construction expected around Nov 18. We will verify that the present studio is expected to be available until the end of 2011.
- Status of Verizon License Amendment
 - Verizon blackout period (i.e. no work scheduled) may have shifted to 12/12/11 – 1/9/12. The Committee has requested confirmation on these dates from Verizon since we had been informed previously that the blackout period was mid-November through December.
- Status of conversion of Comcast School Subscriber drops to digital format
 - Number of digital boxes for High School determined to be six, but installation timing is still somewhat uncertain (mid-December to mid-January).
 - We are arranging return of nine excess DTA boxes. There are now 20 on hand and, reserving six for the High School, the Committee would like to retain five as spares.
 - No apparent action yet by Comcast on tracing missing DTA's. They have been reminded to follow up on this action item.
 - The Middle School setup is complex enough to require written instructions – to be generated by the Committee.
- Status of required Verizon Subscriber drops
 - Claypit Hill School drop relocated, but did not work before that – repair has been requested.
 - Happy Hollow repair (missing STB & wall mount) and Fire Station 2 installation have been requested.
- Status of Verizon Buildout
 - Verizon on 10/6/11: "...will have a much better idea of our progress closer to the due date" (1/22/12)
 - Difficulties continue in obtaining Road Opening information from DPW, in order to independently verify Verizon's status.
- Status of Comcast conversion of Basic Tier to digital format
 - We had been told on 8/24/11 that conversion to digital is scheduled to start mid-2012; however WGBX was converted to Digital channel 44 on 9/1/11 – an STB is now required for that channel only.
 - WGBX had requested digital HD coverage and Comcast required that Analog be dropped.
 - Town was first notified 9/28, although a notice to customers had been on July bill.

- Comcast's Customer Support, reached by the phone number displayed on the former WGBX analog channel, was unaware of this conversion and attributed the reception problem to Hurricane Irene – we believe this gap has now been ameliorated, partly through our action.
- When eventually reached through Customer Support, Comcast Technical Support made a Special offer of an STB, “one free for the first year, \$2/mo after” and encouraged caller to order that immediately. One would be needed for each of the subscriber's CATV-receiving unit.
- This position appears to conflict with the previously verbally-stated intention of Comcast to furnish several DTA's without charge to each Basic-Tier subscriber when conversion of the Basic Tier to digital is initiated. We were also told that the now-offered STB is not the same type as those DTA's.
 - We intend to ascertain whether any other channels will be similarly affected before overall conversion is initiated.
- New Business - None
- Date(s) and Special Topics for Future Meetings
 - Next meeting, November 10, 7:30pm.

Meeting adjourned at 8:54 pm

Minutes recorded by Thomas Klem