

Town of Wayland Cable Advisory Committee

Meeting Minutes for December 20, 2011

Selectmen's Meeting 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 7:35 pm

- Status of Video Return over Town & School Municipal Area Networks (MAN)
 - Special Town Meeting (STM) on November 17 was successfully transmitted over MAN from the Middle School through newly-installed equipment.
 - MAN cable has been run into the new studio, but Video Return implementation is pending – hoping by next week.
 - Funding of MAN installation into the new studio. In a memo sent by WayCAM president Ken Isaacson to the CAC, WayCAM will pay a vendor (Access A/V) to perform this work, and expects to be reimbursed by the Town from monies received for I-Net replacement from both Comcast and Verizon.
 - Details for Video Return from various new HS locations yet pending. The Committee wants a role in deciding where, in addition to WayCAM's list of additional locations, other Video Return sites in Town should be located.
 - Ownership of cabling in Town/School buildings was discussed. It's likely that the Town owns these.
 - The CAC Mission Statement to be rewritten to more clearly define the oversight role of the Committee for Video Return over the MAN. The current wording was accepted by the Board of Selectmen (BoS) but there were comments that it could be interpreted too broadly. Radoff to propose a revised update to the Mission Statement.
- Status of 3rd Comcast PEG Channel
 - There was a last day change to Ch 99 (from 96) and it was implemented from new studio by 12/8/11.
 - The Committee notes that Verizon provided the 3rd PEG channel before Comcast did. Per its license, Section 5.1.1, they were not required to do so before Comcast.
- Status of WayCAM Studio Relocation
 - Construction in new studio was completed on schedule.
 - Ken Isaacson reports that the studio move is almost complete as of 12/19/11, except for the MAN installation and some phone work. WayCAM has been cablecasting from the new location.
 - Lack of duct capacity was resolved by adding a duct within Field House.
 - Comcast subscriber drop and Internet connection to studio to be implemented today.
 - Comcast switched the origin of PEG channels to new studio early December.
 - Expect Security Service in studio, which requires telephone connection, to be activated 12/22/11.

- Status of Verizon License Amendment
 - Verizon switched origin of PEG channels to new studio on 12/7/11.
 - Verizon switched subscriber drop to new studio.
- Status of conversion of Comcast School Subscriber drops to digital format
 - Twelve excess boxes were returned to Comcast.
 - High School was furnished four boxes (in addition to the two HD boxes being installed by A/V contractors).
 - Middle School (MS) instruction write-up started – Pat Morris to request MS staffer to coordinate with CAC.
- Status of required Verizon Subscriber drops
 - Happy Hollow repair reported as completed.
 - Claypit repair planned over holiday break – scheduled for 12/28/11.
 - Fire Station 2 has had fiber cable installed – still awaiting interfacing equipment.
- Status of Verizon Buildout
 - Verizon’s license requires it make CATV service available to the entire Town (with some exceptions) by end January 2012. The main problem in this is regions where utilities must be underground.
 - Road Opening information obtained from DPW, with assistance from Selectman Correia. A fallacy in our approach was discovered in that only 17 road openings permits were issued. It turns out that road opening permits do not need to be filed for work performed on the road shoulder, which is where much cable undergrounding was done or in private roads, such as belong to a condo association. This means it is not possible for the CAC to confirm the extent of Verizon’s Town-wide cable installation on the basis of road opening permits.
 - As an alternate approach, the Town had Verizon provide plats of underground cabling (under a non-disclosure agreement). These were just received by us and it was noted that they seem to not be up-to-date.
 - Since it became unlikely that the CAC would be able to make an independent assessment, we plan to ask Verizon to verify status, then provide notice to the Town (on the Web, in print and otherwise) to notify residents who might be interested in their services.
- Remote Participation under Open Meeting Law
 - Limited Remote Participation permitted by Attorney General and accepted by BoS. Only in certain circumstances, e.g., separation by distance, and not meant for routine participation. Joe Schwendt has often made critical contributions on networking and other technical matters by remote participation. This ruling means he cannot participate as a member of the CAC, but only as an advisor.
 - It’s therefore unlikely that the CAC will have anything to report on Remote Participation in June 2012, as requested by the Town.
- Potential Initiatives for 2012
 - Explore the status of Verizon subscriber drops to Public Housing and other multiple-dwelling units/condos to determine whether such residents have a choice of CATV provider.
 - Encourage Verizon to upgrade their free Municipal and School subscriber drops from basic to match Comcast, which furnishes many more channels through an enhanced basic level.
 - It was decided that we should not try to overcome Verizon amended License restriction of PEG to Standard Definition TV until Comcast is near providing Enhanced Definition, as required by the FCC order which enabled the Comcast/NBC merger.
- Date(s) for Future Meetings

- Next meeting scheduled for January 24, 2012.

Meeting adjourned at 9:30PM

Minutes recorded by Thomas Klem