

Town of Wayland Cable Advisory Committee

Meeting Minutes for January 26, 2012

Selectmen's Meeting Room, Town Building

Members Present:

Steve Allen (Chair)

Thomas Klem

Phil Radoff (Vice Chair)

Richard Turner

Guests:

Steve Correia (Selectman)

Ken Isaacson (WayCAM President)

Meeting convened by Chair Allen at 7:40PM.

- No Public Comment
- WayCAM Studio Relocation
 - Transfer completed in December.
 - Comcast and Verizon PEG, Subscriber, and phone connections completed
 - Audio problem on Verizon PEG repaired by Verizon.
 - Security Service working.
 - Isaacson reported that WayCAM is seeking two new part-time staff, as well as expecting to train volunteers as producers and studio crew on use of the new equipment.
- Status of Video Return over Town & School Municipal Area Networks (MAN)
 - The MAN is used by both Town and School entities. The Committee recognizes that there is no individual with overall administrative authority to define responsibilities of School staff and Town staff in regard to the network. Radoff suggested that Town, the Schools and WayCAM each designate a representative to meet and establish a protocol for identifying and resolving issues that may arise in the operation and maintenance of the MAN. Generally accepted. Correia will work to set up such a meeting.
 - Joe Schwendt helped determine equipment needed to complete Video Return to Studio. Isaacson expected implementation of Video return to Studio by 03 February.
 - Plan for Video Return from various new HS locations needs refinement before consideration
 - CAC and WayCAM to get an overview of the setup through Leisha Simon (Director of Technology, Wayland School Department).
 - WayCAM considers this low priority for the moment. Allen to let Leisha know about this.
- Status of conversion of Comcast Subscriber drops to digital format
 - Middle School (MS) instruction write-up – Pat Morris (School Facilities Manager) has set up meeting with MS staffer to coordinate in completing this.
 - Limited Basic tier conversion started about January 12

- This upgrades the about 11 channels analog to 35 digital.
 - Set-top boxes received by Allen are smaller units than previously furnished to the Town.
 - No Channel 99 on digital – Allen to notify Frank Foss (Comcast).
 - Comcast notified the Town that the blackout date for receiving analog signal is 3/20/12 – information not furnished to the subscribers. Committee agrees that notice regarding the date be submitted to the Town Crier (and other sources) to raise awareness.
- Status of required Verizon Subscriber drops
 - Fire Station 2 seems imminent, Claypit needs external cabling repair
 - These would complete the License and State requirements.
- Status of Verizon Buildout
 - Verizon plans too far out of date to be useful for independent confirmation of town-wide FiOS installation.
 - Verizon is several days past the date they were due to have completed FiOS installation in Wayland (4 year timeframe stipulated in the license). The company has sent two ‘Force Majeure’ notifications in 2011, which might be used to extend the time for compliance. The Committee will request buildout information from Verizon in mid-February, and then make public announcements on the status.
- Mission and Mission Statement
 - Circulated draft revision needed clarification because of boundary between Town and Schools (see discussion of MAN, above).
 - Phrase “CAC monitors” in current draft needs amplification or change – implies too active a role for the Committee, which is only an advisory body. Vice Chair Radoff suggested substituting “and provides advice, as requested by the BoS, with respect to the condition and operation of the Town’s Municipal Area Network to the extent it is used for the provision of video returns from designated municipal and school sites to WayCAM’s studio”. Generally accepted. Radoff will revise the language and circulate that.
- Miscellaneous and New Business
 - Identification of condos and multiple dwelling units
 - It is up to such units to grant Verizon permission to furnish CATV and may have exclusive arrangements with Comcast.
 - The Committee would like to see all residents of the Town have access to Verizon if they wish.
 - Initially the CAC will try to compile a list of such entities.
 - The Town Planner referred us to Assessor’s office for such a listing.
 - We will also ask Verizon for such a list.
 - We note, as an example, that residents of Town-owned Public Housing units are limited to Comcast.

- Where both free Verizon and Comcast Municipal and School Drops are installed, Verizon is at a disadvantage because it furnishes a more limited tier. We would therefore like to convince Verizon to upgrade their tier. We plan to make such an effort.
- Happy Hollow cables, which are not attached to the new auxiliary pole, were identified as MAN, not Comcast –Foss has been notified and an apology sent.
- Several committee members noted a recent NYT editorial which discussed Verizon Cable deals by which it relieved itself of the need to expand its FiOS network , instead bundling other partners' cable and broadband services with its wireless services. It was suggested that, since Comcast was one of these partners, Foss be asked to discuss the rationale and its impact, when he next meets with the Committee.
- Date(s) and Special Topics for Future Meetings
 - Next meeting scheduled for 21 February, preferably in the new WayCAM studio.

Meeting adjourned at 8:45PM

Minutes recorded by Thomas Klem