

# Town of Wayland Cable Advisory Committee

## Meeting Minutes for March 29, 2012

### Selectmen's Meeting Room, Town Building

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#### Members Present:

Steve Allen (Chair)

Thomas Klem

Phil Radoff (Vice Chair)

Richard Turner

#### Guests:

Ken Isaacson (WayCAM President)

Meeting convened by Chair Allen at 7:30PM.

- No Public Comment.
- WayCAM Studio Relocation
  - The phone and alarm problems, which have been reported in previous meeting minutes, have been resolved, per Ken Isaacson. Daily operations are now running smoothly.
  - Cabling schematic of the studio has been requested by WayCAM from Access A/V. No delivery date established.
  - Two problems relating to audio signal:
    - There have been intermittent instances of subscribers receiving video signal, but no audio (affecting both Verizon and Comcast subscribers). Per request, CAC sent WayCAM written suggestions on audio monitoring on 2/22/12. CAC now has a lead on a possible source for the necessary equipment.
    - There have been intermittent audio return problem from Board of Selectmen (BoS) and School Committee rooms. Apparent cause is one of the QVidium decoder units, but it could be related to the Municipal Area Network (MAN). Access A/V has responded, but so far unable to resolve the matter. WayCAM meetings with School and Town IT to check on MAN as potential cause of problem.
  - WayCAM annual Public Hearing (3/28/12) included first triennial “outside” performance review, per its Memorandum of Understanding with Town. The consultant rated WayCAM PEG performance approximately equivalent to peer access corporations but that was based on the old studio and did not recognize that WayCAM had long been underfunded relative to peer towns.
- Status of Video Return over Town & School Municipal Area Networks (MAN)
  - Documentation from Access A/V on usage and programming of encoders/decoders, per their bid, is now pending (at WayCAM request). Access A/V has provided technical training on the equipment.
  - No response yet on devising protocol for encoders/decoders (as suggested at the 2/21/12 CAC meeting). The protocol to prioritize which municipal locations need fixed encoders and which will have temporary encoders as well as which units should be powered down between uses.

- Cost of fiber connection in Field House pending. Since WayCAM incurred the cost of this installation it expects to be reimbursed from \$80K MAN payments to Town by cable providers.
- Work on planning High School video returns is under way, meetings between Jim Mullane (WayCAM Director), Albie Cincotti (Wayland School Network Administrator), and Access A/V. There will be at least one and perhaps up to three more sites throughout the High School.
- Plans are also needed for installing video returns elsewhere in Town. WayCAM definitely wants video return from Senior Center; but is uncertain about video returns from Planning Board Office and Public Safety Building.
- We note that the Annual Town Meeting will consider capital funding for cabling in the Middle and Elementary Schools under budget item 16. Since the addition of a single cable for Video Return to each school to this work would be the least expensive way of obtaining that capability, the CAC (and WayCAM) would like to add that to this work. Since the cost is not part of the capital budget, adding funding from the above-mentioned \$80K seems reasonable. Allen to find what mechanisms would be available for this if item is approved.
- Status of conversion of Comcast Subscriber drops to digital format
  - Announcements of end-of-analog cablecasting (on 3/20/12) were placed in the Town Crier; online at Wayland eNews, Wayland Voters Network and Patch; and a PSA on WayCAM.
  - The conversion of WayCAM Ch 99 and Shop NBC for the Limited Basic Tier was overlooked by Comcast, but was corrected on 3/20/12. All service plans are now receiving all WayCAM channels digitally.
- Status of required Verizon Subscriber drops
  - Fire Chief Vinnie Smith assumed contact responsibility for Station 2, and Verizon completed work today. This completes Verizon's obligation to install no-cost FiOS TV to the ten municipal sites listed in the license.
- Status of Verizon Buildout
  - On 3/28/12, the Board of Selectmen delegated CAC authority to initiate informal discussion with Verizon re the license violation in not having completed of town-wide FiOS buildout on schedule
    - Allen and Radoff to develop a strategy, then contact Verizon with the aim of alerting them to our concern and obtaining appropriate considerations.
  - Verizon has so far taken out fourteen cable laying permits in 2012. Applications for permits requiring breaking of pavements are not accepted until April. This compares with seventeen of both types in 2011 and five prior in the three prior years.
  - List of Condominium and Multiple Dwelling Units received from Assessor's office showing about 700 dwelling units
    - This, courtesy of the Water Division, includes some contacts.
- Miscellaneous and New Business

- WayCAM plans to have audio quality from BoS Room improved. Existing room acoustics substantially degrade audio from meetings.
- WayCAM plans to effect live video over Internet in 2012.
- Comcast has no schedule for implementing the PEG HD required by the 2011 FCC order permitting merger with NBC. Based on informal discussion between Allen and Frank Foss (Comcast) this appears to be at least five years away.
- Cabling problems in Town
  - In preparation of White Mountain laying FiOS cable, 'Dig Safe' Flags had been planted and warning lines had been spray painted on the ground on a private road. Nevertheless, a resident was concerned about utility interruptions that might arise from accidental cable severing. Resident called a number of Town officials and, eventually, Allen. Allen requested Verizon to send someone to reassure the resident.
  - Exposed cables and dangling cable ends reported in north Wayland. Allen contacted Comcast and Verizon as requested by Town Administrator. Fire Chief Smith is investigating.
- Date(s) and Special Topics for Future Meetings
  - No meeting could be scheduled before Allen leaves country on 4/20/12.

Meeting adjourned at 8:45PM

Minutes recorded by Thomas Klem