



Town of Fairhaven

Town Hall 40 Centre Street, Fairhaven, MA 02719

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Minutes of Meeting

2015 DEC 31 A 11:48

Cable Advisory Committee

FAIRHAVEN,
MASS.

PLACE OF MEETING: **Town Hall – Banquet Room**

DATE AND TIME: **July 15th, 2015, at 7:00 p.m.**

MEETING OF: Cable Advisory Committee



(Signature)

8-20-2015

(Date Signed)

Present: Barbara Acksen, Ex-officio: Selectman Bob Espindola, Ronnie Medina, John Methia
Absent: None

Guests in attendance: Ed Wade, Comcast, Chuck Sherwood

The meeting was called to order at 7:10 P.M.

Minutes of Meeting

Meeting minutes for June 25th, 2015 meeting were reviewed.

Ronnie Medina motioned to approve

John Methia Seconded the motion.

There was no further discussion

The motion carried unanimously.

Ed Wade from Comcast was introduced and outlined his experience. He has been with Comcast for about four (4) years.

The Committee reviewed the goal to “Light” the Public Access channel and recent discussions about the feasibility of locating a studio at the EMA Building (sharing the space with the EMA).

Mr. Wade talked about having done a “Fiber Survey” and said that the nearest Fiber Splice location would be at the Wood School.

He indicated that the cost would be, on the low end about \$6,500 including a \$1,000 installation fee but he said that Comcast would cover the cost because the services required at the new site would justify that and the existing contract requires Comcast to connect to any facility within 3/8 of a mile from the existing network.

Mr. Sherwood pointed out we also need a cable at the building, even if we have fiber connection because we need a “return line” to be able to monitor content from remote.

Mr. Sherwood mentioned that Mary O’Keefe at Comcast indicated that Comcast recommends the Telvue system on the “head end”.

Mr. Wade said standard resolution service works for residential and small business but for our application it would not be best. He indicated that it is a shared service so you get “up to” 50 MB but you usually get about half that in reality and there are no guarantees.

Mr. Wade said that Comcast would pull fiber right into the building. He said that for Metro Ethernet customers bypass through Cisco Switch – which would bypass “bottle necks” in the system. He said that reliability would be “four nines” 99.9999 (very high).

He said the system is scalable so that there can be different levels of switches.

Mr. Wade suggested that for the first few years of Public Access about 1 GB will probably be enough. He said we could start small and add capacity as needed and that upgrades would just involve paperwork not physical, on site installation requirements.

Mr. Wade indicated that a producer could use the internet to upload a file into the server without having to walk into the facility with a flash drive or disc, etc.

Mr. Wade said that one GB would allow for about 1,000 comcast customers simultaneously and that 50 MB would handle about 100.

Mr. Wade said that ITT 46 is a state agreement where 30% “off the rack rate”. Comcast would provide five (5) year pricing but the Town could cancel out at any time. There would be a monthly fee for the service.

Comcast has a Network Operations Center (NOC) which monitors connectivity Continuously.

Mr. Wade said that, from the time of order acceptance, it would typically take 62 days to build

out the system but with our current status it could be a shorter duration (as low as 30-40 days).

For budgeting purposes, we should figure approximately \$2200 per month for 12 months.

For any voice lines that would be required the incumbent is Verizon.

Chuck Sherwood mentioned that Comcast just launched OTT "Over the Top" a version of Basic Cable TV.

Chuck Sherwood indicated that Attorney William Solomon offered to prepare a response to Comcast renewal notice letter for the Town to submit and recommended informal negotiations to start with.

He indicated that the RFP must go to Comcast 6 Months prior to contract expiration.

John Methia and Bob Espindola recapped what took place while meeting with Joe Booth of JMBooth Architects and Wayne Mattson (his mechanical subcontractor) at the EMA building. The focus of the meeting was on how the space could be shared by the EMA and a Public Access Studio operation.

The group discussed if Joe Booth should be invited to a future CAC meeting and determined that it was not necessary, that we could wait until he sends the proposal.

Joe Booth indicated that he would be on vacation for two (2) weeks and would be able to complete his proposal in early August.

The committee discussed the open house on August 6th. It was suggested that the Town look to advertise the event in the newspaper. Bob Espindola will check with Anne Kakely about advertisement.

John Methia indicated that he had a friend named Steve Rys from Fall River who raised some concerns over band width when it comes to Telvue HD. Ed Wade's comments above address this issue.

After some discussion, the committee still feels that the positives of the Telvue system outweigh the Tightrope system even though it would be a departure from existing system in play by Government and Education access. The committee believes they have heard enough about how the two systems could coexist presently and be configured to work together if necessary in the future and is leaning toward Telvue equipment but will take more time to evaluate while the working on other things (like the Feasibility Study for the studio).

The committee returned discussion to the August 6th Open House and decided to put together some basic information about who the CAC is, what we do, what we are looking to accomplish,

etc. Bob Espindola will draft something in a Power Point format and send for review by the rest of the committee.

The Next meeting will be August 6th at the Town Hall Auditorium during the Committee Open House.

John Methia made a motion to adjourn at 9:17 P.M.

Ronnie Medina seconded.

There was no further discussion

The motion carried unanimously.

Submitted by Bob Espindola, acting Secretary