



Town of Fairhaven

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FAIRHAVEN,
MASS.

Minutes of Meeting

Cable Advisory Committee

PLACE OF MEETING: **Town Hall East Room (2nd Floor)**

DATE AND TIME: **November 4th, 2015, at 7:00 p.m.**

MEETING OF: Cable Advisory Committee



(Signature)

12-16-2015

(Date Signed)

Present: Barbara Acksen, Ex-officio: Selectman Bob Espindola, Ronnie Medina, John Methia
Absent: None
Guests: Chuck Sherwood, Andrew Romano

The meeting was called to order at 7:12 P.M in the room formerly occupied by the Seaport Council (2nd Floor West side). The CAC agreed to move the meeting to the other side of the 2nd floor because another meeting having been started in the East Room.

Meeting Notes

The October 21st 2015 meeting minutes were reviewed.

John Methia motioned to approve
Barbara Acksen seconded
There was no further discussion
The motion carried unanimously

Joe Booth from JBMA was on hand to discuss the status of the feasibility study.
Mr. Booth provided a hand sketch (drawing AE-101, named "Access Cable Concept Diagram) depicting a draft, proposed layout for a new studio at the EMA building (150 Sconticut Neck Road).

The sketch showed three new offices along the north east wall of the building, a new 18'x30' studio, a 12'x18' Control & Edit space, New 15 x 22 Conference Room, and new mechanical room. The rest of the layout, primarily along the south and west walls, remained in tact, except for on of the restrooms being converted to Handicap Access and a new Emergency Management entrance.

There was discussion about the elevation change from the main space into the kitchen. A ramp may need to be added for accessibility and possibly a new subfloor for plumbing purposes.

Adding new offices space will reduce the "Occupancy" number by as much as about 2/3.

After a discussion about parking, Mr. Booth suggested that parking could be added to the front of the building.

Mr. Booth indicated that his work could be done in the January time frame, not before and would include a "statement of probable costs". The estimate would be based on contractor categorized pricing per chapter 149 sub bid laws.

Outreach Event

There was a general discussion about

Next Meeting

The committee decided that the next meeting would be on December 16th and at that point, there would be an update on the feasibility study and a check on the timing of the Outreach event (currently targeting mid January).

The group discussed the role of each presenter during the outreach event. There was talk of one format that would allow for presentations by each of four (4) people, Chuck Sherwood, Attorney Bill Solomon, Nancy Richard from Plymouth Area Cable TV (PACTV).

Another suggestion was for a brief overview given by Mr. Sherwood and then opening to a panel for Questions and Answers.

The committee talked about the order of the presenters being important to keep peoples attention.

The committee talked about the location of the event. It was suggested that it would be ideal to hold the event at the proposed location (the EMA building) but that was decided against due to

the fact that there may not be enough parking for a large gathering (which is the goal).

More discussion about the format, order etc. will be required during the next meeting.

Discussion turned back to timing of a potential finished studio. Mr. Booth indicated that, realistically, the bidding could be in the July/August time frame of 2016.

He said the EMA would have to relocate during construction but construction could be completed in about six (6) months, meaning the studio could be up and running late in 2016 for opening in January of 2017.

The Committee nominated John Methia to be the direct contact with Mr. Booth in order to streamline communication. John and Joe will meet with Marty Feldman from the Camera Company at the site and review space requirements for equipment and the studio.

John Methia made a motion to adjourn at 9:07 P.M.

Ronnie Medina seconded.

There was no further discussion

The motion carried unanimously.

Submitted by Bob Espindola, acting Secretary