

++++
Danvers Cable Television Advisory Committee
Meeting Minutes

Date: 6/14/2018

Location: Town managers meeting room

Time: 7:00 pm

Attendees:

Jen Breaker, Assistant Town Manager	Stephen Prodanas, Committee
Coley Rybicki, Committee Chairman	David Tapparo, Committee
, Committee Vice chairman	Bill Nicholson Committee
Lester LeBlanc, Committee Secretary	Bill Bates, Committee

Guests: Bill Hewig, Attorney; Ginny Ahern, Ben Thomas & Pauline Butler
- DCAT

- Minutes from 12/12/2017 & 5/10/2018 accepted
- **Old Business:**
- Problems at the high school still exist. A letter has been drafted and will be sent to Comcast to get this resolved.
- **New Business:**
- Bill Hewig suggests we produce 2 business plans. Plan 1 would be for a continuation of the current Verizon contract for 3 years so it will align with the Comcast contract. This plan could ask for an increase in fees (3.75% for example) and/or capital. Plan 2 would be for a new 5-year contract with a fee increase and capital funding increase to be determined.
- The next steps include ascertainment for capital needs and to schedule a public hearing to ascertain the community likes, dislikes and needs.
- DCAT needs to provide a letter to the cable board requesting what capital funds are needed with an explanation for the increase. DCAT also needs to provide financial documents (budget). Town will also provide capital needs and budget relating to cable needs.
- Jen will ask Diane Langlais to attend the next board meeting so she can get a feel of what is happening with the negotiations process.
- The board needs to vote in a vice chairperson.
- Next meeting is Thursday June 28th at 7:00pm in the managers conference room. At this meeting we will start putting together the business plans and reviewing capital needs.

Approved: 6-28-18