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TOWN CLERK
ACTON

Minutes of the Cable Advisory Committee
October 20, 2016

Call to order at 7:42pm

Attending:

- Oleg Volinsky, CAC member
- John Covert, CAC member
- Steve Davidson, CAC member
- Rich Logan, CAC member
- Charlie Aaronson, citizen and representative of the VCC
- Marc Duci, Acton TV Executive Director

Agenda:

- Citizen Concerns
- Survey of Acton residents to capture community-wide needs, concerns and preferences related to Cable Services: Update
- Plan for upcoming meetings

Citizen concern from Charlie Aaronson:

- Do we have a copy of the written charter for the CAC? Seeing something that he can refer to that states that CAC is not officially appropriate for Internet and telephone issues. Will go to the Board of Selectmen to request charter.

Ad-hoc Agenda item (because Charlie is here): Discussion of CAC makeup:

- Currently have five members of the CAC
- Requirement is for seven (two Associate members)
- Will recruit two others

Survey of Acton residents to capture community-wide needs, concerns and preferences related to Cable Services: Update

- Board of Selectmen approved \$300 cost of survey, awaiting word on funding mechanism
- Discussion on how to inform people of the survey. Ideas floated:
 - Municipal Quarterly (only goes to homeowners)
 - Council of Aging
 - Town Hall signage
 - Library signage
 - Signs or flyers at grocery stores
 - US Postal Service's Every Door Direct (\$0.17/house – pick specific routes to reduce it from \$1700 for everyone)
 - Charlie Cadillac's E-mail distribution list
 - School system
 - Publish the survey on the town website

- Need a letter/E-mail announcement to introduce it

Plan for upcoming meetings

- Oleg and Steve unavailable on Nov. 17, so reschedule next meeting to November 10
- Meeting with Comcast in January with focus on feed from Acton TV (currently a crummy analog signal) – need to specify exact format, protocol, etc. Only need SD (not necessarily HD). Acton TV would buy a broadcast quality encoder that will output a transport stream (NTSC to MPEG-2 over UDP stream)
 - Discussion in prep. for that at the November 10 meeting, include Acton TV staff experts

Meeting adjourned at 8:48pm