

Cable Advisory Committee Meeting
6/11/2020 5:00pm Notes
Meeting Held Virtually

RECEIVED
FREETOWN TOWN CLERK
2021 JAN 21 AM 10:12

Meeting recording is unavailable

Cheryl A. S. [Signature]

Town Administrator David DeManche, Committee Members Bruce W. Wilbur, and Josh Tefft were present.

Chair Bruce Wilbur opened the meeting at 5:10pm.

Go over where we were with the issues that we talked about last time with counsel. Mr. DeManche has not had time for taking any action on those points. He did mention to Mr. Tefft that, Mr. Wilbur, Andy DiGiammo from Compass Group, Jose Invencio from LakeCam and Mr. DeManche had a meeting on the Police Station and the fact that we wanted to put the wiring in before the building is buttoned up to avoid making new holes in the finished wall. We do have \$12,000 in the reserved receipts account that has been appropriated that we can spend. The thought is to take \$10,000 of that to run the electricity and cabling for five cameras

Meeting in Lakeville Monday at 1:30pm where the engineer will draw a schematic for the wiring while the building was still open. Mr. Wilbur said Lakeville's engineer was going to be there. Mr. DeManche agreed and stated that our engineer would also be in attendance so they will be able to draw the plans and know what is needed, where cameras will be placed and how wires will be run. Mr. Wilbur asked what that is going to cost us. Mr. DiGiammo said we can do it for less than \$10,000 which would include the schematic, having the current electrical contractor run the power to the cameras and cables to cameras and put drops inside storage room. Mr. DeManche is looking for cable advisory committee to authorize spending up to \$10,000 of these funds. For fall Town Meeting he would like to see an article which would allow us to purchase server, modem, cameras, computer, shut off switch linked to dispatch and any other items we would need to complete this project.

Mr. Wilbur noted the room is about 1300 square feet. He is concerned about spending \$10,000 and not getting much, how often will that room be used vs. how much it costs us to have someone film the meetings now. Mr. DeManche said it is \$175 per meeting averaging two a month, so about \$4,800 a year. Mr. DeManche noted we will be filming all sorts of meetings in this space. Mr. Wilbur is concerned that the community room at police station was not discussed sooner. Concern with running cable from room to dispatchers to shut off and drops for each camera may not be necessary as you can run power over ethernet so he feels we do not need a power drop at each camera. Mr. Wilbur uses this at his shop. Mr. DeManche stated the plan is to run the Cat7 wire. Mr. Wilbur asked is it coming out of the \$80,000 we have available? Mr. DeManche says every couple of years an article gets put in to draw down some of that \$200,000 that we collected which we use to cover the \$5,000 fee from Middleboro to provide us with the distribution point to allow us to broadcast the signal and we have a similar agreement with Lakeville to broadcast the sports, school committee meetings and whatever is happening at the school. This costs us \$10,000 a year and is going up. Every year we have our costs to \$125-\$175 for a camera person. Mr. Wilbur noted we have \$201,000 Mr. DeManche said we cannot use those funds without putting forth an article and that we have enough to get us until the fall. In the fall we will replenish that money and add in additional monies to purchase the server, cameras etc. from those funds. Mr. Wilbur mentioned that 1300 square feet is not a large space and suggests Mr. Invencio consult on what we need for cameras for coverage of the space. Mr. Wilbur asked was there a cable committee before. Mr. DeManche said there was one a couple years ago and included Reverend Dias and Selectmen Pacheco. The reason for a committee now is to get a contract finalized by October. Mr. Wilbur asked can we do \$5,000 motion this month and another \$5,000 next month. Mr. DeManche says you can do that and that he would pass any costs through the committee before spending the money.

Mr. Wilbur asked if this must go out to bid. Mr. DeManche said it may be able to be done as a change order and that he has spoken to Accountant Fales on how we can do this. Mr. DeManche believes the building will be ready by end of July. Mr. DiGiammo and Mr. Invencio will be looking at the Lakeville Police Station and then looking at the new Police Station in Freetown as well.

Mr. DeManche mentioned the project manager for Lakeville will most likely be the same one we utilize. Once Mr. DiGiammo and Mr. Invencio look at the buildings Mr. Wilbur would like to get a list of the equipment and associated costs for what we need. Mr. DeManche noted that none of the equipment would be installed until the building is totally complete. Mr. Wilbur noted that this may need to go before the building committee. Mr. DeManche said if it goes through as a change order it may have to go to the building committee but does not foresee it being an issue. Mr. Wilbur noted that Mr. Invencio suggested running conduit to run wires later.

- Motion: Mr. Tefft makes a motion to spend up to \$10,000 with cable advisory committees' approval on the costs with an itemized list of what needs to be done before the monies are spent or work being done. Mr. Wilbur seconds the motion.
- Vote: passed in a unanimous roll call vote

Mr. DeManche suggest having one more meeting to determine what we will be asking from Comcast. Karen Foye from Middleboro stated that she is working on their contract with Comcast and they are not negotiating at all. So, we want to go in with what we want in the beginning. Mr. Wilbur has been looking over the states cable contracts and taking notes on what other cities and towns have negotiated. Mr. Wilbur referred to the bargaining points David DeManche supplied previously. Mr. Wilbur would like to itemize his list and see if there is anything to add to Mr. DeManche's list.

He encourages group to start thinking when we want to meet with Comcast. He suggests sending a letter to Mike Galla from Comcast, to set up first meeting with Comcast in July 15, 2020. Committee agrees to Mr. DeManche sending the letter to request a meeting.

Next Cable Advisory Committee meeting was set for June 23, 2020 at 5:00pm.

- Motion: Mr. Tefft makes a motion to adjourn meeting at 5:46pm. Mr. Wilbur seconds the motion
- Vote: passed in a unanimous roll call vote

Respectfully Submitted
Lu-Ann Souza
Senior Clerk, Board of Selectmen