

Belmont Cable Access Committee (CAC)
Minutes of Meeting, 7:30 pm, December 21, 2004
BCTV Studio, BHS, Belmont, Mass.

Present: John Verrilli (Chair), Pamela Curtis, Edward Yee, Maryann Scali, Abiodun Shobowale.

Call to Order: The Chair called the meeting to order at 7:45 pm.

Review of Minutes: The minutes of the meeting of 11/16/04 were accepted as written.

Issue from Minutes: John Verrilli that Comcast wants to begin the new license retroactive to the expiration of the former license (October 3). This would preclude any additional payment from Comcast to the town.

Issues from Community/Complaints/Concerns/Coverage:

Issue on broadcasting the town meeting live: John reported a complaint that the town meeting was not broadcast live. Abiodun reported that there was a change to the meeting location that posed a logistical problem with the site (no broadcast access from principal's meeting room, reduced staff due to vacation schedules and short notice of the meeting. The meeting was videotaped and was broadcast after the meeting. The studio staff should check the town web site or contact Sandra Curro (Selectman's office) to get the latest schedule of town meetings/events that need to be broadcast live. The "must" broadcast live events are the selectmen's meeting, school committee meetings, and town meetings.

Issue - Bulletin board: There was a discussion to continue to improve the broadcast bulletin board. There is a need to improve the broadcast line up as well as resolve equipment problems. An example, the BOS meeting end does not follow immediately with the bulletin board (result of equipment/logistics problems-the bulletin board equipment is back at the studio and there is no remote access from the BOS location). Action is for John to follow up with Abiodun and the staff on how to make improvements.

Issue – rolling lines on video broadcast: John noticed rolling video lines on the broadcast of videotapes from home, this was also observed in the studio. The action is for the Comcast staff (Abiodun/Mark) to look into this and report back the corrective action.

Studio Operations: The studio will be working on a reduced staff this week and next as a result of vacation schedules and illnesses. Mark and Abiodun will be covering next week the afternoons (2-6pm) but will be short handed. The phone message will be changed to inform callers of the reduced hours. Normal coverage is expected to resume after New Years' weekend.

There was a power outage in the high school and studio that interrupted cable service. Not a lot can be done except to restore power as soon as possible.

Issue – Phone message: The studio phone message machine needs to be updated to reflect current studio coverage hours. Abiodun said that the answering machine has problems programming. John to look into the problem and try to help resolve. [After the meeting John recorded a new phone message].

Status of Cable License and Media Center Task Force: John said that the Media Center Task Force was disbanding as a result of the Convenors' Committee starting up. John informed the Access Committee that Greg Poulos, Chair of the Cable Advisory Committee, reported that the Comcast negotiations might be nearing conclusion.

Program Development: Jeff Bairstow and Joe Tovares agreed to form an informal subcommittee on program development and should plan to report back at the next meeting in January. Action: Jeff and Joe to report back next meeting.

John proposed a line up of programming in trying to repeat programming during the week to allow for more coverage during the day and in the evenings. There is a need to develop and plan more programming to fill the schedule. John will continue to work the line up proposal before the next meeting.

There was a recommendation to look into energizing the volunteer staff to help develop more programs. The action is for Abiodun to pull together a contact list of the volunteers for the next meeting. The Cable Access Committee will work from this list.

Next Meeting: The next meeting will be on Tuesday January 18th at the BCTV Studio.

Adjournment: The meeting was adjourned at 9:10 pm.

Respectfully submitted,
Ed Yee

