

Town of Wilbraham

Cable TV Advisory Committee

Minutes from March 9, 2016 Meeting

Meeting called to order at 4:00 pm

Present: Committee members – Dan Kelley, Chair; Tom Magill, Vice Chair; George Reich, Secretary. Town Staff - Anthony Aube, WPA Executive Director; Nick Breault, Town Administrator.

Absent – Committee Member Dan Cochran

1. Dan Kelley, Chairman briefed the committee on a meeting that he had with Tom Cohen of Charter Communications. Mr. Kelley felt that the tone of the meeting was cooperative. Mr. Cohen stated that the Town will be upgraded to DOCSIS 3.1. He asked that we provide him with specific issues of Charter employees/contractors not providing identification to homeowners. Charter will provide summaries of TV service requests/comments whenever the Committee requests the summary. Mr. Kelley will contact Mr. Cohen to understand the basis for a call to be logged on the incident report. It was clarified that the effective date of the potential renewed contract will be March 22, 2017.
2. Reviewed February 11, 2016 minutes. T Magill moved to accept minutes; G Reich Seconded; Minutes approved, unanimously.
3. The Committee members reviewed WPA financial requirements for both Operating Budgets and Capital Expenditures. Committee wants to fully understand the impact of these “pass through” charges to the individual subscribers. Committee discussed a 5 year versus 10 year contract term. It was agreed that Mr. Aube will contact Charter to clarify the following:
 - a. Are the Franchise Fee and Public Access Fees passed through at 100% or does Charter keep a portion?
 - b. Are the fees the same for all TV subscribers or do they vary with the total TV Charge to the subscriber? What is basis for calculation?

- c. What is timing of Charter disbursements to Town versus when the collect the fees?
4. It is expected that the Town will received Charter's proposed contract by March 22, 2016 (1 year prior to effective date).
5. The Committee agreed to each bring their personal Charter bills to the next meeting.
6. T Magill moved to adjourn; G Reich seconded; Adjourned at 5:45 pm

Respectfully submitted by:

George Reich