



CITY OF DOVER

CABLE ACCESS COMMITTEE - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Cafeteria
Meeting Date: **Thursday, October 16, 2008**
Meeting Time: **5:30 pm**

Meeting was called to order by Chair at 5:30 pm. Members present Doug Dede, Audra Lurvey, Parks Christenbury, Sarah Fisher, Aviva Grasso, Laurie Verville School Dept. Business Manager, City Manager Mike Joyal.

Approval of minutes moved by DD / 2nd by AL approved unanimously.

Old business:

1. Draft of shared services agreement – JMJ reviewed draft agreement with committee members.

School department needs to have protection from increased responsibilities from taking on the project (as requested by members of the school board) as well as protection for the Council.

DD would like a note added to reflect the DHS renovation timeline in which there may become available outside funding sources in order to renovate more extensively coupled with the possible exodus of students from Barrington.

SF asked if we were planning to go to BPS for the McConnell Center renovation because she was unable to attend last meeting. PC replied that decision was made last meeting that BPS has done very good work for us and is already within the building, so yes.

LV raised the question of Building Aid Reimbursement wondering where it is going to go. JMJ explained that the \$24,000 from the state will be transferred / paid back to the Cable Fund.

SF asked for clarification on the actual process of where the money actually has to sit in order to be used appropriately.

JMJ explained the “checkbook” theory of money and that the school will have to have a special account for that money to be used for Cable-related expenses only.

JMJ also discussed the need for the agreement to be finalized and passed prior to the formation of the JBC.

JMJ reviewed the budget numbers with the committee

LV asked about the increased budget numbers since we applied for \$300,000. PC reminded the committee that the \$50,000 for equipment was including installation and purchasing from a middle-man. We will be purchasing direct and installing ourselves so that number should be less.

SF made a motion that the McC Center –related expenses and Internet Integration position be netted out of the Franchise Fees prior to transfer of funds to the School Department SF moved / AG seconded – passed unanimously

JMJ reviewed funding sources, SF raised the issue of adding the DHS studio build out to the proposed FY2013-2018 list – add an addendum that the committee (SB/CC) is aware that that is the intent to use the money in this manner in the future.

2. McConnell Center Access Studio JBC Proposal – DD will be working on that
3. We will present to the City Council on the Oct 29, to the School Board on Nov 10. We will plan to have a draft agreement in hand. AL will also inform the SB members that we will be going to the Council on the 29th and extend an invitation to them to attend for more information prior to the Nov 10 meeting.



CITY OF DOVER

CABLE ACCESS COMMITTEE - MINUTES

Meeting Type: Regular Meeting
Meeting Location: McConnell Center Cafeteria
Meeting Date: **Thursday, October 16, 2008**
Meeting Time: **5:30 pm**

4. JMJ will consult with the City Attorney to have a draft agreement available for Oct 28 to go out to the SB members for review prior to the Nov 10 meeting.
5. SF motioned to adjourn / AL seconded. Passed unanimously.

Respectfully submitted:
Audra Lurvey, Secretary
Cable Access Ad-Hoc Committee