

# **Topsfield Cable TV / Town Website Committee**

## **April 11, 2012**

Approved 5/9

### Executive Summary

The Cable/Web Coordinator described the loss of a major equipment component due to a power outage. A cost of \$9K was quoted to replace an item that will be retired in the near future when we upgrade our architecture. A loaned item of equipment was arranged and cable service returned in two days. We need to expedite the planed RFP process to bring the new equipment on-line by early June. Our Consultant reported a legal interpretation by the State that a town may choose to either post ALL meeting agendas on-line, (with a paper copy filed in the Town Clerk's Office available on "office hours") or to continue the process of posting hard copies at a location that is open to the public 24 by 7. Jeanne Pickering will follow up to look at potential mechanized options to make this process easier. Chris Turner, a MASCO senior was introduced as our Spring Intern, 4/23 to 5/24. Potential projects were reviewed. Plans to increase programing content were reviewed. Comcast has announced that all channels will move to digital on 6/5/12. It appears that there is no impact on our cable operations. The use of Face Book for the Town was discussed.

Members present: Bill Whiting, Bob Ogden, Kathy Curran and Jeanne Pickering

Members absent: None

Guest: Ryan Jarvis, Amelia Mattson, Martha Morrison and Chris Turner

### Former Business:

Meeting opened at 7:45 PM in Town Hall

The minutes of the 3-14-12 were approved as written.

### New Business:

See Executive Summary

The meeting was adjourned at 9:10

The next scheduled meeting is 5/9 at 7:30 PM in Town Hall

Respectfully submitted, Bill Whiting – Chairman