

## **Wareham Cable Advisory Committee (CAC) Minutes**

Friday, April 1, 2022  
Virtual Meeting via ZOOM  
Meeting called to order at 9:45am

### **I. Roll Call**

- a. Matt Underhill            present remotely
  - b. Dan Butler                present remotely
  - c. Dave Rogers              present remotely
- All members present, a quorum was established.

### **II. Public Participation**

- a. There were no members of the public present.

### **III. Approval of Minutes**

- a. Members reviewed draft minutes of the March 15, 2022, CAC meeting. Chairman Underhill moved to approve and post the minutes, seconded by Mr. Rogers. Vote:

- i. Chairman Underhill            Aye
- ii. Mr. Butler                      Aye
- iii. Mr. Rogers                    Aye

Motion Passed 3-0-0

### **IV. Discussion with Counsel**

- a. Chairman Underhill spoke with Attorney Solomon at 2am today and agreed with Attorney Solomon to re-schedule his meeting with the Wareham CAC. He will attempt to reschedule Attorney Solomon's participation to a 4pm Thursday April 7, 2022, meeting of the CAC.
- b. Mr. Butler asked if Chairman Underhill knew whether Attorney Solomon had already requested current strand (coverage) maps of Wareham from Verizon and Comcast. Chairman Underhill said he did not, but would make that an item for discussion with Attorney Solomon at the April 7<sup>th</sup> meeting.

### **V. Survey**

- a. Chairman Underhill prepared an updated, online survey for the purpose of ascertaining citizen satisfaction with cable service available in Wareham. Following a brief discussion regarding minor edits, Mr. Butler moved to approve the survey to go live online, seconded by Chairman Underhill. Vote:

- i. Chairman Underhill            Aye
- ii. Mr. Butler                      Aye
- iii. Mr. Rogers                    Aye

Motion Passed 3-0-0

- b. Chairman Underhill will post the survey online, live, and will promote the survey to Wareham citizens via Town News and the WCTV Bulletin Board. Additionally, he will notify the Board of Selectmen so they can mention the survey at a future Board of Selectmen meeting. Mr. Butler will alert Wareham Week regarding the survey and provide Wareham Week with the link so Wareham Week can alert their readership to the survey.

VI. Business unknown until the previous 48 hours.

- a. Chairman Underhill advised that annual franchise fees had been received from Verizon and Comcast. These fees are modest, only 50 cents per subscriber, per year, and go into a Town free cash account. He would provide copies of the relevant documents for the April 7<sup>th</sup> meeting.
- b. Mr. Butler mentioned he verbally requested a capital plan from WCTV on March 8, 2022. Chairman Underhill advised he reminded Mr. Steve Ruis on 3/31/2022 the CAC needs the capital plan from WCTV to inform negotiations with Verizon and Comcast.
- c. Mr. Butler mentioned he reviewed the Town contract with WCTV and noted the contract required WCTV provide the Town an Annual Report listing future goals, results of their year-end audit, etc. Chairman Underhill stated he has not seen the latest WCTV Annual Report and he would check with the Board of Selectmen's office to see if it could be located.
- d. Mr. Butler alerted Chairman Underhill to the upcoming 7pm April 14, 2022, public meeting in the Town Hall auditorium to introduce Wareham citizens to the ongoing Wareham Redevelopment Authority planning effort to produce an Urban Renewal Plan for Wareham Village. Chairman Underhill stated he would alert WCTV to this important public meeting.

VII. Adjournment. In summary, it was agreed the following action would be taken before the next CAC meeting:

- a. Chairman Underhill will confirm the April 7th meeting of the CAC with Mr. Solomon, publish the meeting announcement and agenda, and schedule/arrange the ZOOM session.
- b. Chairman Underhill will advise Mr. Solomon that the CAC needs up-to-date copies of strand maps from Verizon and Comcast.
- c. Chairman Underhill will post the ascertainment survey live to the Town website and make promotional notifications via Town News, WCTV, and the Board of Selectmen. Mr. Butler will alert Wareham Week.
- d. Mr. Butler will forward approved meeting minutes to the Town Clerk for posting.

e. Mr. Butler moved to adjourn the meeting, seconded by Mr. Rogers. Vote:

i. Chairman Underhill	Aye
ii. Mr. Butler	Aye
iii. Mr. Rogers	Aye
Motion Passed 3-0-0	Meeting adjourned at 10:30am