

Middleborough Permanent Cable Committee  
Minutes 4/7/2011  
7:00 P.M.  
Town Hall IT Department

Meeting scheduled for April 7, 2011. Submitted by Mark Mobley

Present: Middleborough Permanent Cable Committee: Chairman Bob Silva, Roger Brunelle, Maureen Candito, Adam Pelletier, Kevin Franzosa, Steve Callahan, and Mark Mobley. Karen Foye in attendance.

Chairman Silva called the meeting to order at 7:00 P.M.

**Motion to accept the minutes from 3-31-11 by Kevin Franzosa. 2<sup>nd</sup> by Maureen Candito. Passed Unanimously. Abstention by Steve Callahan.**

Roger Brunelle present invoice from Attorney Treano for the sum of \$720.00.

**Motion to pay Attorney Treano \$720.00 by Steve Callahan. 2<sup>nd</sup> by Kevin Franzosa. Passed Unanimously**

Chairman Silva reviews email from Comcast Attorney Bill Soloman who indicates that PEG will be going from 1.5% to 2.5% on May 1, 2011.

Chairman Silva reads letter of thanks to be sent to Erik Lindgren. He also reads letter to be sent to Gary Guido of HB Communications stating that no equipment is to be taken down from the closet in the Selectmen's meeting room until after May 1, 2011.

Discussion on changes to the Special Fund Revenue and Expenditure Worksheet. Line items to be broken down further.

**Motion to accept updated Special Fund Revenue and Expenditure Worksheet by Roger Brunelle. 2<sup>nd</sup> by Mark Mobley. Passed Unanimously**

Roger Brunelle discusses conversation with the Historical Commission on the details of the work to be done in the town hall meeting rooms. No issues with the placement of equipment for PEG.

Discussion on the need for only one camera in the small conference room. Discussion of Asset Management software recommendation from Karen Foye.

**Motion to purchase Wasp Pro Asset System with a second scanner, printer and supplies. Not to exceed \$7000.00 by Maureen Candito. 2<sup>nd</sup> by Adam Pelletier. Passed Unanimously.**

Discussion of training issues with Peter from HB Communications. Steve Callahan to contact Peter and iron out differences.

**Motion to lighten the broadcast schedule load on Karen Foye thru May in order provide smooth transition by Roger Brunelle. 2<sup>nd</sup> by Kevin Franzosa. Passed Unanimously.**

**Amended Motion to pay \$50.00 stipend fee for meetings to volunteers by Roger Brunelle. 2<sup>nd</sup> by Kevin Franzosa. Passed Unanimously.**

Discussion on Website creation for PEG.

**Motion to approve \$112.00/yr for website creation. Not to be published until after May 1, 2011 by Roger Brunelle. 2<sup>nd</sup> by Bob Silva. Passed Unanimously.**

Discussion with Karen Foye on Policies and Procedures draft document.

**Motion to pay \$146.20 to staples by Roger Brunelle. 2<sup>nd</sup> by Steve Callahan. Passed Unanimously.**

Meeting date of April 14, and 19 set.

**Motion to adjourn at 8:50pm by Mark Mobley. 2<sup>nd</sup> by Kevin Franzosa. Passed Unanimously.**