

Middleborough Permanent Cable Committee
Minutes 5/3/2011
7:00 P.M.
Town Hall IT Department

Meeting scheduled for May 3, 2011. Submitted by Mark Mobley

Present: Middleborough Permanent Cable Committee: Bob Silva, Roger Brunelle, Maureen Candito, Kevin Franzosa, Steve Callahan, Adam Pelletier, Bob Denise 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 4-26-11 by Steve Callahan. 2nd by Roger Brunelle. Passed Unanimously.

Roger informs the board of a savings in the purchasing of the WASP asset management software. Cost was \$3984.52.

Roger informs the board that WB Mason was paid \$1788.00 for office furniture for Karen Foye. He also notifies the board of a \$10,000.00 payment from Verizon.

Roger asks for authorization to purchase software for Karen Foye. Software is for her Apple workstation.

Motion to authorize Roger to purchase the software for the amount of \$493.63 by Mark Mobley. 2nd by Steve Callahan. Passed Unanimously.

Roger asks for authorization to purchase mesh security gate for dividing the Server Room in the IT Department.

Motion to authorize Roger to purchase mesh security gate for \$316.96 by Steve Callahan. 2nd by Maureen Candito. Passed Unanimously.

Motion to reimburse Karen Foye the amount of \$60.49 for the training books by Kevin Franzosa. 2nd by Adam Pelletier. Passed Unanimously.

Motion to reimburse Karen Foye the amount of \$212.12 for items purchased at Staples by Roger Brunelle. 2nd by Kevin Franzosa. Passed Unanimously.

Motion to purchase floor plate needed in the Selectmen's Meeting Room for \$280.12 by Steve Callahan. 2nd by Kevin Franzosa. Passed Unanimously.

Roger informs the board that Ted Eayrs is willing to do the painting touch up work needed in Town Hall after the installation done by HB Communications.

Roger informs the board the Frasier Bros. Asphalt will be doing the approved driveway patch at the High School.

Chairman informs the board of the training issues with HB Communications. Total hours quoted and beyond will be performed by HB Communications.

Chairman informs the board of change orders received from HB Communications installation.

Motion to return CPU holder from Control Room for a \$266.00 credit by Roger Brunelle. 2nd by Adam Pelletier. Passed Unanimously.

Discussion on Labor Ready Temp Agency and Karen Foye. At issue is the process of signing off on Karen's time sheet and forwarding to Labor Ready. Chairman Silva agrees to signoff on timesheet and forward to Labor Ready.

Motion to have Chairman Silva signoff on Karen Foye's timesheet weekly by Roger Brunelle. 2nd by Bob Denise. Passed Unanimously.

Chairman Silva discusses conversation he had with Mary O'Keeffe from Comcast. Mary says that we have to coordinate all live broadcasts thru Comcast Access Coordinator Gary Mitchell until Comcast has finished the design and implementation of the Middleboro cutover to our own dedicated channel. This is because we share channel with Lakeville at this point.

Motion to authorize Chairman to contact Mary O'Keeffe and inform her the we require Comcast's position on this issue in writing by Roger Brunelle. 2nd by Bob Denise. Passed Unanimously.

Motion to adjourn at 8:47pm by Mark Mobley. 2nd by Bob Denise. Passed Unanimously.