

City of Portsmouth, New Hampshire Cable Commission



Cable Commission Meeting Monday, March 6, 2017, 4:30pm Law Library 4th Floor City Hall Complex

Meeting Minutes – for review by Commission members

Attendees: Amy Burns (Cable Commission), Rob Capone (Cable Commission), Nicholas Kirsch (Cable Commission), Ron Poulin (Cable Commission), Richard Winstanley (Cable Commission), Suzanne Woodland (Legal Department)

- I. Call to Order
 - The meeting was called to order at 4:32pm.
- II. Approval of previous meeting minutes of February 6, 2017
 - Ron made a motion to approve the minutes from the previous meeting. It was seconded by Rob. The minutes were approved with a unanimous vote.
- III. Update on Various Items for Ascertainment
 - The Commission members reviewed the press release regarding the survey results that was posted in the City of Portsmouth's eNewsletter.
 - The Commission members discussed planning and next steps related to the ascertainment process.
 - a. Survey Results
Action(s):
 - Suzanne will contact the Portsmouth Herald re: publication of the press release.
 - Suzanne will send the survey results to PPMTV.
 - Suzanne will follow-up with Jay Somers at Comcast to share the detailed survey results.
 - b. Planning for the Public Hearing

Action(s):

- Suzanne will follow-up to confirm the tentative date as discussed by the Commission members: Thu May 4th; 7pm.

c. Discussion with School Department Representatives

Action(s):

- Suzanne will outreach to the Assistant Superintendent of Schools re: any School Department needs that may factor into the contract renewal process with Comcast.
- Ron and Richard will meet with the identified school department representatives as needed on behalf of the Cable Commission.

d. Performance Measures

Action(s):

- Ron will continue a dialog with the Media Division at the FCC to get additional information on digital performance requirements that could be included in the contract renewal process based upon Comcast's proposal.

e. Miscellaneous Comcast Items

Action(s):

- Suzanne will follow-up with Jay Somers at re: providing more detailed descriptions for the Customer Service categories (ie. CHSI technical) to enable a more meaningful interpretation of the trended data.

IV. Community Broadband

- Nick updated the Commission members on the first subcommittee meeting to discuss the groups' objectives.

Action(s)

- a. Nick and Rob will continue to report back to the Commission members on the subcommittee actions re: the assessment of community broadband in Portsmouth. The next meeting is: Wed Mar 15th.

V. Other Business

- None discussed.

VII. Adjournment

- The meeting was adjourned at 4:58 pm.

Next Meeting: Monday April 10th, 4:00pm