

City of Portsmouth, New Hampshire Cable Commission



Cable Commission Meeting Monday, April 10, 2017, 4:00pm 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) and Richard Winstanley (Cable Commission)

- I. Call to Order
 - The meeting was called to order at 4:05pm.
- II. Approval of previous meeting minutes of March 6, 2017
 - Ron made a motion to approve the minutes from the previous meeting. It was seconded by Nick. The minutes were approved with a unanimous vote.
- III. Update on Action Items from Previous Meeting
 - The Commission members discussed the status of action items from the March meeting.
 - a. Survey Results – Discussion deferred to next meeting
Action(s) from 3/6 meeting:
 - 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

- Nick is unavailable for the proposed date of Wed Jun 21st.

Action(s):

- Suzanne to propose additional dates to the Commission members to check availability.

c. Discussion with School Department Representatives

Action(s):

- Richard will meet with the school department representatives as needed on behalf of the Cable Commission once identified by Suzanne.

d. Performance Measures

Action(s):

- Ron provided Nick with the contact in the FCC's media division to continue the dialog re: digital performance requirements that could be included in the contract renewal process based upon Comcast's proposal.

e. Miscellaneous Comcast Items

- Upon review of the descriptions from Jay Somers of the Customer Service categories (i.e. CHSI technical), the Commission members discussed that the information did not align with all of the categories in the trended data being tracked.

Action(s):

- Suzanne to ask Jay for a re-definition of the categories using the trended graph(s) created by Richard.

IV. Community Broadband

- Nick and Rob reported back to the Commission members that the subcommittee meeting on Wed Mar 15th included a representative from the State of NH Department of Resources and Economic Development (DRED).

Action(s):

- The subcommittee will continue their information gathering re: the assessment of providing community broadband in Portsmouth.
- The next subcommittee meeting will be scheduled.

V. Other Business

- Ron tendered his resignation as Chair of the Cable Commission due to a relocation from Portsmouth.

Action(s):

- Commission members will contact Suzanne re: interest in the position.

VI. Adjournment

- The meeting was adjourned at 4:46 pm.

Next Meeting: To be scheduled – Suzanne to propose dates to the Commission members.