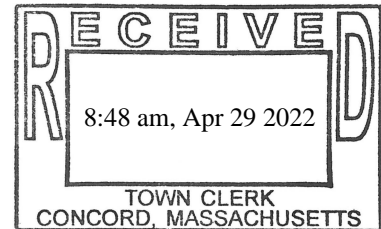


**Minutes 220307 - PEG Access Advisory Committee Concord, MA
March 3, 2022**

Meeting - Date, Time, Location. Thursday, March 3, 2022 Virtual Meeting, 1:00 PM
Video Link and Transcript: YouTube
Email: paac@concordma.gov.

[Concord PEG Access Advisory Committee March 2, 2022](#)



Attendees

Committee: Present were Karlen Reed, Vince Carlson, and Court Booth.
Absent were Cory Atkins and Scott Hopkinson.

Other attendees: (Mark Pauley MMN Production Manager), Erin Stevens Public Information Manager), Carole Cushing (COA Observer), and Lois Suarez

1. **Roll Call.** Chair Karlen Reed declared that a quorum was present, called the meeting to order at 1:10 PM, and announced that it was being recorded.
2. **Future Meetings and Minutes**
 - Feb 10 PAAC Minutes. Several typos were spotted and updated in the Minutes. Karlen Reed called for a vote. The Minutes were approved unanimously as amended by those present.
 - Future Meetings: Apr 7 (cable consultant RFQ), May 5 (Survey Subcommittee; PAAC awards discussion. In person), June 2 (Cable consultant RFQ, PAAC awards), June ___(cable consultant selection).
 - Committee members agreed to an in-person Apr 7 meeting.
3. **MMN Update (Erin/Mark)**
 - Public hearing MMN coverage has started and is going smoothly These hearings are leadup to the 2022 Town Meeting.
 - A one year extension to the Carlisle inter-municipal agreement is in process. Tim Goddard (Carlisle) is pleased with the current coverage
 - MMN is working with the School Committee and staff to outfit CCHS Conference Room 4 with permanent equipment. Exact equipment and cost TBD after testing. Room 4 is utilized mainly for School Committee meetings, but could be used for many other school purposes.
 - MMN is working with Carlisle on the best equipment mix for their Town Hall. Occasionally MMN equipment is used temporarily for overlapping Town Meetings, etc.
 - The broader Carlisle equipment plan will include various locations and schedules, and the use of both MMN and outside service vendors.
4. **Article 44 (Proposed MMN Budget for 2022 - still in draft pending Enterprise Fund hearings).**

- Kate Hodges' draft special fund budget of \$435K plus capital expenditures is very similar to the 2021 budget.
- Full time staffing for 2021/2022 is the same, with an open position for Education Coordinator. That is on hold pending more feedback from the schools.
- A cable consultant fee is listed in the MMN budget.
- Interest earned on the \$1.4Million +/- Reserve does not accrue as "revenue" for MMN due to accounting differences between a true Enterprise Fund and a "special fund".
- MMN currently earns some added revenue from Carlisle and organizations in town charging for tickets who request MMN services. Amounts for 2021 and 2022 are not listed but are small.
- Payment in lieu of franchise is currently 1.5% of gross broadband revenue. Refer to the Feb 2022 PAAC minutes for a detailed discussion. There was general agreement by PAAC and Kate Hodges that the subject should be revisited. The rate was originally set in 2017.
- Karlen Reed called for a vote for affirmative action on Article 44. It was approved unanimously by those present.

5. **Comcast renewal update (Karlen Reed)**

- Karlen displayed an expanded Comcast contract timeline. The final goal is an Article for the 2024 Town Meeting approving the Comcast renewal.
- For 2022 this includes drafting the Comcast consultant RFQ, and the subsequent selection of the consultant, preferably by June 2022.
- Subsequent work in 2022 includes working with the consultant on a Town Survey, etc.
- FCC Report and Order 22-12 access to multiple-dwelling units. Karlen described recent FCC regulations restricting service providers like Comcast who make exclusive marketing with the owners of an apartment building or rental/condo complex.
- There was a discussion of two such properties in Concord who have or may have such agreements including Concord Greene and Brookside Square - both in West Concord.
- The FCC rules may be less relevant, depending on who has done the wiring. For example, if Comcast has done the wiring, other providers cannot use it. Ditto for Concord Broadband. If the building owner has done the wiring (new construction) then either Comcast, Concord Broadband or both can use it The new FCC rules then protect the residents equally.

6. **Liaison comments**

- Mark Pauley (MMN) asked Carole Cushing (COA) to review the YouTube MMN channel. He has reorganized it to make COA postings easier to find.
- Carole also mentioned that she can now find COA material on the Town MMN website more easily. However it would help if the channels were numbered (8,9 and 99).

7. **Adjourn**

Karlen Reed called for public comments and having none, a motion to adjourn. It was approved unanimously by those members present.

Karlen Reed adjourned the meeting at 2:15 PM
Submitted by Vincent Carlson, Clerk
Approved on April 7, 2022