

Connectivity Committee Agenda **DRAFT**

Monday, December 4, 2023

6:30 to 7:30PM at Readfield Town Office

1. Roll call and determination of quorum. Members present: Eric Dyer, Rocko Graziano, Shawn Roderick, Dan Wells, Kathryn Mills Woodsum
2. Review of minutes from previous meeting. This is the first meeting so there are no previous minutes.
3. Oral and written communications.
 - a. Readfield Town Manager: Eric
 - i. Review charge of the Ad-hoc Committee. The committee agreed to everything on the committee purpose sheet, and requested that Item 4 under Organization and Management have the date revised from 2024 to 2025 to match item 1.
 - b. Other, if any.
4. Members of the public may address the committee on issues pertinent to the agenda. No members of the public were present.
5. Unfinished business.
 - a. This is the first meeting of the committee so there was no previous business.
6. New business.
 - a. Annual Election of Officers. Chair: Dan Wells, Vice-Chair: Rocko Graziano, Secretary: Kathryn Mills Woodsum. If the committee draws in more members, we are happy to revisit these positions.
 - b. Review old Cable Television Ordinance and proposed new ordinance. The original and current ordinance was implemented in 1988 and is out of date. The Select Board had previously authorized the Town Manager to have legal counsel draft a new ordinance for this committee to review and comment on. An ordinance is required by Maine state law for a town to have cable service. This is the important first step in being able to renew the current franchise agreement with Spectrum. We will all read these prior to the next meeting and Rocko will provide specific information that has changed from the 1988 version to the proposed 2023 version.
 - c. Cable Franchise Agreement. We need to have a new franchise agreement with Spectrum as the current one had an end date of 2011 though it continues along at the same terms until a new agreement is signed. This is very out of date and needs to be negotiated in FY2025.
 - d. Discuss public outreach. It was suggested to have the ME Connectivity Authority (MCA) come to our next meeting to discuss task 3: Pursue public outreach, education, and engagement around connectivity, with a focus on assisting older and lower-income residents. MCA has a large volume of contacts and printed materials available to assist us and they regularly meet with town committees across the state.
7. Set next agenda. (2 min.)
 - a. Set next meeting date and time.
 - i. Monday January 29, 2023 at 6:30PM.
 1. Presentation and discussion with MCA.

2. Review the budget request for FY2025 for renewing the cable television franchise agreement with Spectrum.
3. Review the old and new ordinances and make a recommendation for the Select Board to include on this year's town meeting warrant.

8. Adjournment.

Attachments: Ad-hoc Committee Purpose, 1988 Cable Television Ordinance, proposed new Cable Television Ordinance