

SELECTMEN'S RECORD
April 25, 2016

ATTENDANCE AND CALL TO ORDER

The meeting was called to order at 7:30 p.m. in the Selectmen's Meeting Room at Town Hall by Chairman Michael Walsh. Also present were: Selectmen Patrick Ahearn, Selectmen Nancy Hyde, Town Administrator Michael Jaillet and Town Counsel Tom McCusker. Christine McCarthy was present to record the minutes.

M. Walsh led in the Pledge of Allegiance.

M. Walsh asked if anyone wishes to record the meeting and granted permission to WestCAT to record.

CHAIRMAN'S UPDATE

Moment of Silence for Alan Baker

The Board of Selectmen held a moment of silence in honor of long standing resident Alan Baker who passed away. Alan Baker is a descendant of the Baker Family (including the Obed Baker House, Baker Cemetery, etc.) that was original settlers in Town. The Baker Family donated the land for the Baker Cemetery.

Annual Town Meeting Reminder

The 2016 Annual Town Meeting will take place next Monday, May 2, 2016 at 7:00pm in the Auditorium at Westwood High School. Registration begins at 6:30pm. The Town Meeting warrant can be found online by visiting www.townhall.westwood.ma.us and click on the Town Meeting link at the bottom. All residents should have received a copy of the Finance and Warrant Commission's report in the mail. Extra copies are available at Town Hall.

Local Town Election Reminder

The Board of Selectmen reminded residents that tomorrow Tuesday, April 26th was the Town of Westwood's local election day. Anyone that had questions about the election should contact the Town Clerk's Office at 781-329-3964

Patrick Ahearn's Last Regular Selectmen's Meeting

This evening was Selectmen Ahearn's last full regular Board meeting. Pat will be presented with a resolution at Town Meeting as well as a retirement celebration in May, but the Board recognized some of Pat's greatest achievements over his 18 years of service

M. Walsh read the following achievements:

- Served on Board of Selectmen from 1998 to 2016, totaling 18 years
- Served as Chairman 6 times
- Served on the Economic Development Advisory Board and was Chair just prior to being elected to the Board of Selectmen
- Established the Aid to the Elderly Relief Fund, raising \$450,000 to assist tax relief to many seniors in the Westwood Community
- Lobbied for and received \$1 million state grant to preserve Lowell Woods as Open Space

- Negotiated and implemented paramedic service through the Fire Department
- Supported the Youth & Family Service Commission and helped establish the Westwood Community Chest
- Preserved an additional 79 acres of open space owned by Striar Estate
- Sought and received Town Meeting appropriation for the construction of the Carby Street Municipal Office Building including the Department of Public Works Yard
- Oversaw the adoption of the Alcohol Rules and Regulations, and with great caution and input from Pat, issued the Town's first poring liquor license and subsequently its first off-premise consumption license
- Established a Steering Committee to oversee the permitting and construction of the University Station Development
- Encouraged the installation of Turf Fields at the High School
- Supported the funding for the Westwood Public Library
- Supported the funding for the construction of the Westwood Fire Station II
- Encouraged and supported the construction of the Gables to achieve and exceed the Chapter 40B MGL Requirements of 10% of the Town's housing units that qualify as affordable subsidized housing
- Supported the transfer of employee health care to the state's GIC Program
- Supported the Town's and Board's commitment to funding the OPEB Liability
- Community: President of Westwood Pop Warner, Pop Warner Coach, Little League Coach and active Parishioner at St. Margaret Mary's Church

Anthony Antonellis, former Selectmen, and Joseph Previterra, former member of the Conservation Commission, both expressed their gratitude and congratulations to Pat on his retirement from the Board of Selectmen.

Public Ascertainment Hearing – Verizon New England, Inc. Cable License Renewal

The Board of Selectmen conduct an Ascertainment Hearing for Verizon New England, Inc. Cable License Renewal. A Transcript of the hearing will be made available once the hearing submission deadline of May 9, 2016 has closed. The following is the scrip of the hearing, opened by Chairman M. Walsh:

“This Ascertainment hearing is mandated by the renewal provisions of the Federal Cable Act and applicable Massachusetts law and regulations. The current cable television license held by Verizon will expire on February 11, 2017. The Town is currently involved in the federally required ascertainment process. The purpose of today's hearing is to (i) identify future cable-related community needs and interests, and (ii) review the performance of Verizon in the Town under its current cable television license.”

“The WESTWOOD BOARD OF SELECTMEN as statutory Issuing Authority for the Town of Westwood, will conduct a public ascertainment hearing on Monday, April 25, 2016 at 7:30pm in the Selectmen's Meeting Room at Town Hall, 580 High Street, Westwood, MA 02090. The purpose of this hearing will be to review the performance of one of the cable television operations in Westwood, Verizon New England, Inc., during its current Final License term and to hear testimony on future cable-related needs and interests of the Westwood community. Interested parties are encouraged to attend and offer testimony on any cable-related matters. Any information to be considered at the hearing is available for public inspection at the Westwood Town Hall during regular business hours and for reproduction at a reasonable fee.

For more information on the ascertainment hearing, contact the Board of Selectmen's Office at (781) 326-4172"

"Finally, I would like to clarify that while this is an ascertainment hearing on cable television matters, there are two (2) related subjects over which the Board of Selectmen has no authority to regulate. The first is the rates that Verizon charges for its services; the second is the commercial programming that Verizon chooses to show on its cable systems. I realize that these are two important issues for cable subscribers. While people are certainly free to comment on these matters this evening, it is important for everyone to realize that the Selectmen cannot mandate the specific rates that Verizon can charge, nor can the Selectmen mandate the commercial programming that Verizon carries on its Westwood cable system."

Summary of Renewal Process as read by Michael Jaillet the Town Administrator

"The formal process for license renewal generally includes the following steps:

- 1. The cable provider submits a letter formally requesting renewal of its license at least two years prior to its expiration. Verizon officially notified the Town on June 30, 2014 of its desire to renew its license which expires in February 2017.*
- 2. The Board of Selectmen conducts an ascertainment hearing to review the cable provider's performance under the current license and to provide residents and users an opportunity to identify the future cable related needs.*
- 3. The Board of Selectmen issues a detailed Request for Proposal/Renewal License to be sent to the cable provider with a date certain specified for a response.*
- 4. The cable provider responds to the Board of Selectmen's RFP/Renewal License l for the renewal of the cable license.*
- 5. No later than the expiration of the current license, he Board of Selectmen must choose to either renew the license or issue a preliminary denial which would trigger an additional review process."*

Read by Chairman Walsh:

"As stated by Michael Jaillet, once the Town has gathered community input, it will forward the results to Verizon in the form of a Request for Proposal, RFP. Thus, the testimony given today is very important and we are encouraging all to speak candidly and specifically about any cable related matters. Once you have been recognized to provide testimony, please step forward, give your name and address. Also, since this is an Ascertainment Hearing for the Town, please do not pose any questions to Verizon; all testimony and/or questions should be directed to the Chairman of the Board of Selectmen."

"With those introductory comments, I would first to call-on members of the public to testify. After that, I will call on the Town's Cable Advisory Committee and any other organizations to make its presentation. Please come up to the microphone to speak."

A copy of the transcript of the testimony is will be made available online for public viewing.

Individuals and organizations that provided testimony include:

- *John Antonucci, Superintendent of Schools*
- *John O'Brien, Verizon Customer and member of the School Committee*
- *Steven St. Martin, Westwood Boys Basketball Coach*
- *Katherine Clifford, Westwood Girls Basketball Coach*
- *Michael Gay, 291 Gay Street, Youth Basketball Association and WestCAT Board Member*
- *Dottie Powers, Town Clerk*
- *Kevin Becker, 1229 High Street*
- *Lisa Walker, 50 Oriole Road, Westwood Cultural Council Chairman*
- *Jane Wojick, 6 Fisher Street*
- *Donna McClellan, 55 Lakeshore Drive, IT Director for Town of Westwood, Member of Communication and Technology Advisory Board*
- *Melinda Garfield, Executive Director for WestCAT (PowerPoint presentation made)*

As read by Chairman Walsh:

"Since there is no further testimony, today's Public Hearing is concluded. This hearing record will be open for fourteen (14) days in order to receive additional written or verbal testimony. Interested parties are encouraged to submit written or verbal testimony on any renewal related issue discussed this evening, or regarding any cable-related issue. Written testimony or comments may be submitted to the Board of Selectmen's Office by May 9, 2016."

*Address to:
Board of Selectmen
Town of Westwood
580 High Street
Westwood, MA 02090*

RE: Testimony on Verizon Cable License

Email to:

BOS@townhall.westwood.ma.us

RE: Testimony on Verizon Cable License

or by calling the Board of Selectmen's Office at 781-326-4172.

The Board of Selectmen called a brief recess at 9:13pm.

The Board reconvened the meeting after a brief recess at 9:18pm

WestCAT Discussion

The Board of Selectmen discussed three items with WestCAT including the Obed Baker House Lease, its contract renewal and the release of funds withheld from WestCAT by the Board for non-performance based on the contract.

Obed Baker House Lease

On December 1, 2015 the Town Administrator and Director of Community & Economic Development met with representatives from WestCAT to review the draft Lease Agreement for the Obed Baker House. All parties reviewed and discussed proposed amendments to that

agreement, and expressed satisfaction with the language of the attached Final Draft Lease Agreement, which has subsequently been reviewed and approved by Town Counsel.

On December 8, 2015, the Director of Community & Economic Development and Town Counsel met with representatives of WestCAT and the Westwood Historical Society (WHS) to discuss terms of an arrangement between WestCAT and WHS for WHS's subordinate use of the Obed Baker House, as required by Exhibit C of the Lease Agreement. WestCAT and WHS representatives agreed in concept to WHS's display of memorabilia and artifacts, and its periodic use of the reception area, conference room, and studio, subject to further clarification following the preparation of final architectural plans by WestCAT's Project Architect. It is anticipated that such plans will be completed in the early part of 2016, and that a formal agreement between WestCAT and the WHS will be executed prior to WestCAT's first annual report to the Town which is due on March 1, 2016.

At its meeting on December 14, 2015, the Board agreed to the terms of the lease and asked that WestCAT return to sign the lease once the contract renewal could be completed.

Over the last several months the WestCAT Board of Directors has decided to go in a different direction, beginning with a change in personnel. The Board selected Melinda Garfield, an Emmy© Award winning producer who has a fairly extensive background in the television and film production industry, most recently working for NewTV, Newton's community media center. After hiring Melinda, the board and she focused on the next steps to opening a studio. Multiple architects were brought in to review what improvements must be made in order to function in the Obed Baker house as a community media center. They were informed that the existing structure itself could provide office space, however, as is, none of the rooms were sufficient to serve as a studio without significant structural modifications. Therefore an addition would be needed to provide a studio with sufficient ceiling height. Additionally there would be a significant cost to make each floor handicap accessible in order to utilize all 1,500 square feet of the house. Cost estimates for such improvements would be over a half of a million dollars, leaving WestCAT with insufficient funding to add equipment and operate.

WestCAT's Board directed Melinda to look into alternatives; she explored the possibility of constructing a new studio between the garage at the Patricia Larkin Senior Center and the Middle School where the horseshoe and bocce courts are located. She also explored the possibility of leasing space from the owner of the old tailor shop on School Street and in a vacant building on Walper Street. After reviewing the options the Board has decided to continue to look for space that would provide a quicker turnaround with less capital outlay on building the facility itself, therefore reserving a bulk of their capital funds for equipment. WestCAT intends to provide a creative space where residents can produce programming, take classes, utilize meeting space, and be provided with state of the art video equipment.

P. Ahearn stated that he was very uncomfortable with the decision of the WestCAT Board to not pursue the Obed Baker House for studio space. He asked the Board when this decision was made since the two Boards have been discussing the signing of the lease since December? John Cummings, newly elected President of WestCAT Board of Directors, explained that they knew in March that the space would most likely not work and decided to look into other options.

P. Ahearn expressed further concern that the WestCAT Board of Directors made a commitment when it submitted a proposal for use of the Obed Baker House not only to the

Town, but to the Westwood Historical Society (WHS) in which it worked out terms to support the WHS to use part of the space for various reasons in a historical building.

J. Cummings apologized to the Selectmen, and reiterated that after reviewing architect proposals and information from other contractors, the site was not in the best interest of WestCAT and the cost of renovations exceeded WestCAT's ability. The cost of what was proposed during the submission of the proposal and actual cost was estimated to be \$500,000 difference in price.

P. Ahearn asked if WestCAT looked into alternatives to funding the difference including, but not limited to, private funding, fundraising efforts, asking the Town for support? J. Cummings responded that the Board looked into this, but did not investigate further. The Board felt that the cost difference was too much to take on.

N. Hyde stated that, although disappointed that the Obed Baker House did not work for WestCAT, she supported the Board's decision to look into alternatives for other spaces, but encouraged WestCAT to continue to look into more options and spend a little more time on the Obed Baker House.

M. Walsh also indicated his disappointment as well, but agreed that he didn't fully understand how WestCAT thought it was going to be able to accomplish rehabbing the building. He added that he understood the need to do what is best for WestCAT.

P. Ahearn stated that he deeply troubled that WestCAT was walking away from its commitments for expediency and felt that was not in the best interest for the Town.

Contract Renewal

The Town reviewed the contract that was in place with WestCAT. Many areas are addressed in the revised contract including, but not limited to generally address previous shortcomings:

- Reporting requirements
- Airing of meetings within a specified timeframe
- Programming Schedule
- Digital file copies of taped meetings made available
- Updated cameras in other meeting locations
- Management of Town's MediaEncoder system
- Community Programming
- Maintenance of website and video library

WestCAT has met with the Town Administrator and IT Director to review the proposed changes to the agreement.

The Selectmen discussed the length of the agreement with WestCAT. The Town proposed a three-year contract term. WestCAT has asked for a full five-year contract, a third option would be a three year contract with the option to extend for two years. The points the Town feels strongly about are as follows:

- The original five-year contract would have gone with the five year term lease agreement for studio space for the Obed Baker House. Since WestCAT has communicate that it does not want to move forward on the Obed Baker House lease, the Town feels that the agreement so should remain at the three year to allow for the Selectmen to bring WestCAT back to the table to review its performance.
- WestCAT believes it has demonstrated its desire to improve its service to the community and given the capital investment that will take in creating and equipping a studio it would like five years to amortize that cost.
- Including the option for a two-year extension rather than a one-year extension requires WestCAT to return to the Board after the first three years and address any issues that may arise.

N. Hyde asked why WestCAT is requesting a five-year contract, now that it is no longer interested in leasing the Obed Baker House? Melinda Garfield explained that a five-year would be beneficial to show what WestCAT would be able to project for budgeting if the contract was concurrent with the Comcast cable license renewal. Other possible issues include the ability to obtain a loan from the bank, the bank would only allow for a three year loan based on the contract with the Town and it may cause issues with leasing space, should WestCAT successfully obtain a leased studio space.

N. Hyde asked if WestCAT would agree to a three-year term, with a two-year extension, and that if any of the stated issues arise, to return to the Board of Selectmen for consideration of amending the term length? WestCAT stated that would work.

N. Hyde moved to approve the Agreement between the Town of Westwood and the Westwood Community Access Television (WestCAT) for a term of three (3) years with a two (2) year extension and authorized the Chairman to sign the contract. P. Ahearn Seconded. Unanimous Vote: 3-0

Transfer of Funds

Beginning in May of 2014, the Board of Selectmen withheld Comcast and Verizon PEG Access funds from WestCAT until a new contract could be signed. Since then, the Board has withheld \$240,447.64

P. Ahearn asked if the Board were to release only 50% of the funds withheld, would that put WestCAT in a financial burden? J. Cummings responded that WestCAT needs the funds to continue to pursue appropriate studio space options including architectural design and construction bids.

N. Hyde moved to approve to release the funds withheld from WestCAT totaling \$240,447.64 to WestCAT upon the execution of the signed Agreement with the Town. M. Walsh Seconded. Vote: 2-0-1; N. Hyde, aye; M. Walsh, aye; P. Ahearn; nay.

101 Station Drive

At the November 2014 special town meeting, the Town discontinued a portion of Station Drive. This was done at the request of the property owner so that it could reconfigure the entrance to the building. There was no “on the ground” change to building access for vehicles or pedestrians.

The discontinuance of that portion of Station Drive also inadvertently discontinued an easement to the town for drainage, sewer and utility service to the site. This proposed Easement Agreement would reestablish the easement to the town for those purposes. The Board has the authority to accept the easement by virtue of warrant articles authorizing the board to accept any easements reasonably necessary for the redevelopment of University Avenue.

N. Hyde asked if this was an error on the Town's part or the other attorney? D. Bailey responded it was the other party's error.

P. Ahern moved to approve and sign the Grant of Easement for 101 Station Drive. N. Hyde Seconded. Unanimous Vote: 3-0

NEW BUSINESS

Right of First Refusal

Background

As part of the land swap with The Girl Scouts of Eastern Massachusetts (GSEM), GSEM agreed to give the town a right of first refusal on 790 Gay Street (the new Girl Scout house location). Dan Bailey, Mike Jaillet and Nora Loughnane have been negotiating the ROFR with GSEM.

D. Bailey reported that The Town had originally asked that the ROFR be perpetual. GSEM pushed back and argued that the term should be 30 years, which it argued is the typical term for property restrictions. The Town has proposed 50 years, in large part because that is a clear legal safe harbor – a restriction held by a municipality is by statute valid for up to 50 years.

The Girl Scouts of Eastern Massachusetts and the town have not been able to agree on the term. The Girl Scouts continue to press for 30 years. The Town's position is that it has already compromised by agreeing to move from a perpetual restriction to a 50 year term.

The Board asked that D. Bailey continue to try and settle the agreement and to return to the May 2, 2016 Selectmen Meeting for an update and hopefully a vote on the ROFR.

SCHEDULED ACTION

Continued Public Hearing - Life Time Fitness Wine & Malt Beverage License Application

On Thursday, April 21, 2016, Attorney Adam Luebke, representing LTF Club Operations Corporations, Inc. called to request that the Board accept its withdrawal of the On-Premise Wine and Malt Beverage License application, without prejudice. Life Time feels that it would be best to address other issues at the Westwood facility, before seeking a license to serve alcohol. The Town and Life Time Staff have a meeting on Thursday to begin discussions on how to improve the operations to meet the Town's and the Commonwealth's standards.

N. Hyde asked that Life Time acknowledge that it served alcohol at events without having the appropriate authorizations in place before she considers allowing the withdrawal.

The Board asked that it be updated at its May 2, 2016 meeting on the meeting before it decided on accepting or rejecting the request to withdraw with, or without, prejudice.

P. Ahern moved to continue the hearing to Monday, May 2, 2016 at 6:00pm in the Faculty Room at the High School. N. Hyde Seconded. Unanimous Vote: 3-0

NEW BUSINESS

Islington Center Request for Proposal

The Board of Selectmen appointed the Islington Center Task Force (ICTF) to study Islington Center, and to encourage the appropriate redevelopment of this area. As part of this study, the Task Force is exploring options for the creative redevelopment and/or reuse of various town-owned properties along Washington Street, through the issuance of an RFP.

Nora Loughnane, Community and Economic Development Director, explain that the RFP is intended to invite all interested parties to submit creative proposals for a variety or mix of possible uses for one, all, or a combination of any of four town-owned parcels in Islington. Those four parcels are as follows:

- The Municipal Parking Lot at 277-283 Washington Street;
- Wentworth Hall/Islington Branch Library at 280 Washington;
- The Islington Community Center (ICC) at 288 Washington; and
- The East Street Parcel (entrance to parking lot) behind the ICC.

The RFP includes specific threshold criteria for all proposals to be considered. Responsible bidders will be required to demonstrate the financial capacity to move forward with their proposal, and will be required to meet other requirements, including, where applicable, compensation for any lost parking needed to meet parking demand, and compensation for community space presently used at the library and the ICC. Any bidders interested in purchasing or leasing the ICC property are encouraged, but not required, to provide space for the continued operation of the Mothers' Morning Out (MMO) Nursery School. The RFP is intentionally open-ended to encourage creative responses.

The RFP process will be as follows:

RFP Offering: The RFP for Redevelopment of Property in Islington will be posted, advertised, and managed by the Procurement Office according to applicable rules, regulations and policies.

Distribution of Proposals: Following receipt of proposals by the applicable deadline, copies of all responsive proposals will be forwarded to the Board of Selectmen and to members the ICTF.

ICTF Review: An initial review of proposals will be conducted by the ICTF. The ICTF will review all responsive proposals at a public meeting, applying the specified threshold criteria and selection criteria. The ICTF will rank all proposals that meet the minimum threshold criteria, using a quantitative scoring sheet to guide that ranking process. The ICTF may elect to interview one or more of the top-ranked bidders. The ICTF will then make a recommendation to the Board of Selectmen, in favor of or opposed to each responsive proposal.

Board of Selectmen Review: The Board of Selectmen will review each responsive proposal and the ICTF recommendations related thereto. The Board of Selectmen may elect to conduct its own interviews before selecting one or more preferred bidders or declining all bidders.

Disposition Agreements: If the Board of Selectmen votes to proceed with one or more proposals, the Selectmen's Office will negotiate disposition agreements with each preferred bidder. Each agreement shall require obtainment of all necessary permitting approvals, and where necessary, Town Meeting approval, prior to closing.

Permitting Approvals: Following the execution of its disposition agreement, each preferred bidder will apply for and pursue all necessary development approvals, including the normal permitting process with the Planning Board and any other relevant boards and commissions.

Town Meeting Consideration: If any proposal involving a property transfer obtains all required permitting approvals, Town Meeting will be asked to consider granting authorization to the Board of Selectmen to proceed with the proposed property transfer.

The RFP was reviewed by the ICTF at its meeting in March, and is now under review by the Town Procurement Office and Town Counsel.

N. Loughnane explained that the proposed timeline for responses for the RFP is 30 days. The Board suggested a longer response time could be more effective and asked that the deadline for proposal submission be extended to 45 days. The Board also asked that the term for purchase/lease options be amended to include language with a minimum 60 month lease term and minimum price.

Rebecca Sullivan, 48 Wessex Drive, stated that she had many concerns about the Islington Task Force including concerns about notification to the residents in the Islington Area about the RFP and overall proposed redevelopment, concerns that the MMO Nursery School would not be accommodated in the new center layout, and where the RFP is going to be advertised to allow for creative proposals.

N. Loughnane responded that the intent of the RFP is to solicit creative proposals which are why the guidelines are left open ended that includes uses for all ages. She added that all Islington Center Task Force meetings and minutes are published on the Town's website. The Town is currently working on redeveloping a new website. Once this change over happens, the Islington Center Task Force will have a more prominent presence on the website.

N. Loughnane also added that the building where MMO is located (Islington Community Center) was purchased by the Town in order to keep MMO in its current facility. The RFP is written with criteria that recommend a new home be found for MMO or that it be relocated. There is also no obligation to sell the ICC in the proposal, the RFP would allow the Town to consider the proposed development and make a decision then.

Finally, N. Loughnane encouraged residents to sign up for the Town's listserv which provides an automatic email of all the upcoming week's posted meeting, which include scheduled

Islington Center Task Force meetings. The listserv is sent out every Sunday and includes meeting notices per Open Meeting Law.

The Board explained that the entire process is a public process. The RFP is the beginning of that public process. Once the RFPs are received, proposals will be reviewed by the Islington Center Task Force, Board of Selectmen, Planning Board, Conservation Commission and various other town boards. The public is welcome to participate in those open public meetings and address its concerns there.

Christine Previtera, 16 Dean Street, asked the Board to address the tennis courts which were removed for the construction of the Fire Station, but have not yet been replaced and she was unaware of any plans to replace them. The Board explained that it would address that in the near future. M. Jaillet explained that the current proposed location is where the temporary Fire Station (formally the DPW garage) is now located, so the Town will begin to assess that area as the Fire Station construction concludes. That will also include public information sessions conducted by the Recreation Commission which will also allow for public input.

M. Walsh added that he is a member of the Islington Center Task Force and wanted to be clear that this is no set design that is going to happen in Islington and that the Town will consider proposals received through the RFP process and options expressed in the survey of the residents which will come out soon for public input.

Jennifer Ferraro, 130 Phillips Brooks Road, expressed concerns about parking, felt that the MMO was not being considered in the RFP. She requested that language be put into the RFP that requires the MMO to stay in Islington. N. Loughnane strongly recommend against amending the language to be specific. The Town is not required to select any of the developer's proposals for a number of different reasons. If a proposal is recommended, there are a number of public meetings the entire proposal will need to go through including a vote at Town Meeting to be approved by the residents of Westwood.

Elaine MacPherson, 150 Willard Circle, stated the MMO and its staff have no idea what is going on, claimed that a statement was made at a previous Task Force meeting that no one knew anything about the MMO or its statistics and asked why no one from the MMO was on the Task Force? N. Loughnane explained that Ellen Naughton, Director of MMO, has been invited to the Task Force meeting, the Task Force is made up of over 20 individuals including various Town Officials, staff, the Fire Chief, Police Chief, representatives from the Library, three at-large Islington residents and two Islington business representatives.

Mary Beth Persons, 7 Bridal Path, expressed that she was offended that it was being stated that no one had any knowledge of what the MMO did. She stated that at the meeting, the question was posed to the Chair of the Task Force and who didn't have the statistical information and that is why others on the Task Force did not answer. She went on to explain that many of the Task Force members are supporters of the MMO and wanted to make sure that was clear.

Amanda Phillips, 13 Webster Street, has a son who goes to the MMO and wanted reiterate the concerns for the MMO and asked who would be looking out for the preschool kids in Town. P. Ahearn explained that the process is going to be an open public process all the way to a Town Meeting vote. He encouraged the residents to attend as many public meetings as

possible or get their comments and concerns in writing to be considered during that public process.

Bill Delay, 148 School Street, stated that the people in Islington wanted to preserve the character of Islington and the New England center feel and that there were a lot of rumors going around about what was being proposed for Islington Center redevelopment.

N. Loughnane explained that there was already a zoning bylaw that keeps the character of Islington Center with that New England look.

Christine Previtera, 16 Dean Street, raised concerns about if MMO cannot be maintained in the Islington Community Center, what would happen to it and why the Town felt it would be able to accommodate them into a new location?

M. Jaillet and N. Loughnane explained that when the Town purchased the ICC, it informed the MMO, specifically Ellen Naughton, that the lease agreement would be a year-to-year contract knowing that the Town would be considering proposals for the center over the years. M. Jaillet also informed the Board and clarified for the public that the MMO is a private, not for profit entity that the Town encouraged and supported when the church was purchased. N. Loughnane responded that she would work with the MMO to the best of the Town's ability to relocate the MMO if, for whatever reason, the Town chose a proposal that did not include space for the MMO. The cost of renovating the ICC may not be cost effective for a builder.

Marianne Carty, 143 Willard Circle, asked if the proposal that come in be made public? N. Loughnane responded that they will be made available to anyone who is interested once they are certified by the Procurement Manager.

SCHEDULED ACTION

WEAC Bylaws

The Westwood Environmental Action Committee (WEAC) has been very active in pursuing its ultimate goal of raising awareness and proposed action and policies for the Board of Selectmen to consider meeting the challenges of sustainable growth as it relates to energy efficiency. Present were Maria Constantini, Chair, Claire Galkowski, Vice Chair, and Pam Kane, member.

WEAC has proposed a set of bylaws for the Board's consideration to adopt that would outline its membership, terms, meetings and endorsement. The Bylaws have been reviewed by the Town Administrator with members of WEAC and minor suggestions have been proposed. The redline bylaws are consistent with other committee bylaws.

The Board recommended that WEAC add term limits to the Board to allow for new individuals to be appointed.

The Board asked the Town Administrator to draft new language for this and bring back to the Selectmen at a future meeting for a vote.

NEW BUSINESS

Appoint Temporary Registrar for Town Meeting

Larry Roche is unable to attend Town Meeting therefore is unable to be a Registrar; the Board should discuss appointing a Temporary Registrar for Town Meeting. Kevin McManus has been suggested and has expressed his willingness to serve at the Temporary Registrar at Town Meeting.

P. Ahearn moved to appoint Kevin McManus as a Temporary Registrar for the 2016 Annual Town Meeting and for her term to end at the conclusion of Town Meeting. N. Hyde Seconded. Unanimous Vote: 3-0

OLD BUSINESS

Dedham Street Truck Exclusion

On April 13 of this year the Town of Canton provided a study of a potential truck exclusion along Dedham Street and Chapman Street in Canton. The study is dated February 15, 2016 and was created by McMahan Transportation Engineers and Planners, Taunton, MA. A letter from the Canton Town Administrator to the Westwood Town Administrator dated April 6, 2016 was also provided.

A warrant analysis for the truck exclusion was performed based on the Massachusetts amendment to the 2009 Manual on Uniform Traffic Control Devices (MUTCD) Section 10A-9. That section states that a truck exclusion may only be authorized if a suitable alternate route is available. In addition the route must also:

1. Lie wholly within the community making application,
2. Lie partially in an adjacent community but only on State Highway, or
3. Lie partially in an adjacent community but have the adjacent community's written approval.

The proposed alternate route falls within the condition defined in #3 listed above, therefore the Town of Canton is requesting Westwood's written approval.

The Board asked the Town Administrator to get more information on the position of the Norfolk County Commissioners, what Canton's process was for this proposal and asked that the Canton Board of Selectmen attend a future Selectmen Meeting to discuss this.

Review Annual Town Meeting Warrant

Assignment of Selectmen at Town Meeting

Each year, the Board offers resolutions to Elected officials are who stepping down. The following resolutions are being prepared for Town Meeting. The Board discussed which member will do each presentation.

Assignment of Articles

The Board discussed which member will speak, if questions are asked, on each article. The Chairman and Pam Dukeman will have prepared a presentation on the articles and financial articles respectively, including the use of University Station funds. Selectmen Hyde will make a brief presentation of the beginning of Article 15, Police Headquarters.

APPROVAL OF MINUTES

April 11, 2016

P. Ahearn moved to approve the Regular Minutes for April 11, 2016, as amended. N. Hyde Seconded. Unanimous Vote: 3-0

OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

M. Walsh asked if there was any other business that may properly come before the board?

PUBLIC AND PRESS

M. Walsh asked if there were any questions from the public or press?

P. Ahearn moved to adjourn. N. Hyde Seconded.

N. Hyde, aye. P. Ahearn, aye. M. Walsh, aye.

The meeting was adjourned at 10:42 p.m.

Initial after reviewed



Michael J. Jillet

M. Jillet
Town Administrator

LIST OF DOCUMENTS

Board of Selectmen
4/25/2016 Selectmen's Meeting Room
Regular Meeting

SCHEDULED ACTION

- Board of Selectmen Cable Television Ascertainment Hearing April 25, 2016.pdf (PDF)
- 2016 Agreement between TOW and WESTCAT.docx (DOC)
- Funds Withheld as of 051514 (XLS)
- Board of Selectmen Public Hearing Lifetime Fitness April 11, 2016.pdf (PDF)
- photos from social media (PDF)
- Application Withdrawal Letter_Westwood MA_4 25 2016.pdf (PDF)
- Grant of Easement 101 Station Drive (PDF)
- Easement 101 Station Drive (PDF)
- WEAC draft Bylaws Jan 22 2016.docx (PDF)

NEW BUSINESS

- IC RFP Draft 041216.docx (PDF)

OLD BUSINESS

- Dedham Street Truck Exclusion Approval Request from the Town of Canton (PDF)
- McMahon_Dedham-Chapman Truck Exclusion_2016-02-15 (PDF)
- Canton Truck Exclusion Alt Route Map.pdf (PDF)
- Progress Photos - Islington Fire (PDF)
- BOS Member Assignments.doc (PDF)

Present:

Board of Selectmen

Michael Walsh
Patrick Ahearn
Nancy Hyde

Town Administrator

Michael Jaillet

Town Counsel

Thomas McCusker

Special Counsel

Peter Epstein

The entire hearing video can be found online at
<https://www.youtube.com/watch?v=3K7xFHCn1F8>

Transcript Recorded By:

Christine McCarthy, Executive Assistant

Chairman Michael Walsh: We are to have an Ascertainment Public Hearing for the Verizon Cable License renewal which is due to expire February 11, 2017. The purpose of this hearing is to take testimony from residents and organizations within the Town of Westwood on the service provided by Verizon New England, Inc.

This Ascertainment hearing is mandated by the renewal provisions of the Federal Cable Act and the applicable Massachusetts laws and regulations. The current cable television license held by Verizon and will expire on as, I said, February 11, 2017. The Town is currently involved in the federally required ascertainment process. The purpose of today's hearing is to (i) identify future cable-related community needs and interests, and (ii) to review the performance of Verizon in the Town under its current cable television license.

There was a hearing notice. That hearing notice stated: "The WESTWOOD BOARD OF SELECTMEN as statutory Issuing Authority for the Town of Westwood, will conduct a public ascertainment hearing on Monday, April 25th at 7:30pm in the Selectmen's Meeting Room at Town Hall, 580 High Street, Westwood, MA 02090. The purpose of this hearing will be to review the performance of one of the cable television operations in Westwood, Verizon New England, Inc., during its final, current Final License term and to hear testimony on future cable-related needs and interests of the Westwood community. Interested parties are encouraged to attend and offer testimony on any cable-related matters. Any information to be considered at the hearing is available for public inspection at the Westwood Town Hall during regular business hours for the reproduction at a reasonable fee. For more information on the ascertainment hearing, contact the Board of Selectmen's Office at 781-326-4172"

Finally, I would like to clarify that while this is an ascertainment hearing on cable television matters, there are two related subjects over which the Board of Selectmen has no authority to regulate. The first, as you might imagine, are the rates that Verizon charges for its services; and the second is the commercial programming that Verizon chooses to show on its cable systems. I realize that these are two important issues for cable subscribers. While people are certainly free to comment on these matters this evening, it is important for everyone to realize that the Selectmen cannot mandate the specific rates that Verizon can charge, nor can the Selectmen mandate the commercial programming that Verizon carries on its Westwood cable system. Mr. Jaillet.

Michael Jaillet: Before summarizing the renewal process, what I would like to do is have Donna, who's the IT Director in Town, identify the Cable Advisory, the Communication and Technology Advisory Board members that are here, they oversee the Comcast and the Verizon contracts.

Donna McClellan: Sure, we have Mark Hichar, here, Elana Neil, here, David Starmer, here, Cheryl Morrison Deutsch, oh and Ayman Mahoud, here. So so we are here to support.

Michael Walsh: Thank you for coming

Patrick Ahearn: Thank you for your service.

Michael Jaillet: Ok so the formal process for license renewal generally includes the following steps. The first step is that the cable provider submits a letter formally requesting renewal of its license at least two years prior to its expiration. Verizon officially notified the Town of Westwood on June 30, 2014 of its desire to renew its license which expires in February 2017. The Board of Selectmen conducts an ascertainment hearing, that is the purpose of tonight's meeting, to review the cable provider's performance under the current license and to provide residents and users an opportunity to identify the future cable related needs. Third, The Board of Selectmen will issue a detailed Request for Proposal/Renewal License to be sent to the cable provider with a date certain specified for a response. The cable provider then will respond to the Board of Selectmen's RFP/Renewal License for the renewal of its cable license. And then No later than the expiration of the current license, the Board of Selectmen must choose to either renew the license or issue a preliminary denial which would trigger an additional review process.

Michael Walsh: So at this time we would open up the hearing for anyone who would like to testify (*inaudible*). Ok read that to continue before we open it? Ok.

As stated by Mr. Jaillet, once the Town has gathered community input, it will forward the results to Verizon in the form of a Request for Proposal, also known as an RFP. Thus, the testimony given today is very important and we are encouraging all to candidly and be specifically about any cable related matters. Once you have been recognized to provide testimony, please step forward to the microphone, give your name and address. It is also an Ascertainment Hearing for the Town, please do not pose any questions to Verizon; all

testimony and/or questions should be directed to the me as Chairman of the Board of Selectmen. With those introductory comments, I would first like to call on members of the public to testify, after that we will have the Town’s Cable Advisory Committee and any other organizations that wish to make a presentation. Please come up to the microphone to speak. At this time we will open up the hearing floor for anyone who would like to speak about Verizon.

Yes, Mr. Antonucci.

John Antonucci: Hello, how are you?

Patrick Ahearn: Could you please identify yourself

John Antonucci: I am going to in a moment. *(laughter)* And congratulations by the way I’m actually glad I’m here tonight to, you have been a true friend. So I appreciate your work.

Patrick Ahearn: Thank you

John Antonucci: I’ll read my testimony and I’ll provide copies if anyone would like it. But my name is John Antonucci I am the Superintendent of the Westwood Public Schools. I am also speaking on behalf of Assistant Superintendent Emily Parks, who was unable to be here tonight. The fact that many public officials, committee volunteers, and Westwood residents are here tonight or have provided written testimony will tell you just how important we think public access television is.

This is an exciting time to be a Westwood resident. Our town is thriving and growing, and we have many exciting initiatives and projects underway. As we move forward, it will be of critical importance that our residents are informed and engaged. To make that happen, we need a media resource that is accessible to all residents. Public access television is that resource. However, WestCAT is at a crossroads, and despite an articulated vision to increase the station’s presence, expanding programming, and create the Westwood Community Media Center, without additional funding that vision cannot be realized.

An expended WestCAT will provide great benefit to the Westwood community. For example, although our local schools are bustling with activity on a daily basis, without public access television, it is difficult to share that activity with the greater community. WestCAT’s ability to provide local coverage to school events such as athletic contests, plays and musicals, art shows, science fairs, graduation, will help connect Westwood residents with our talented students and faculty.

Additionally, having consistent coverage of local boards such as the School Committee, Board of Selectmen, Finance and Warrant Commission and Planning Board, will allow for busy residents to get educated and informed about all that is happening in Town. Enhanced coverage will promote more civic engagement, allow for more transparency, and

provide an efficient communication vehicle, all of which are fundamental to a productive local government.

I, along with the Assistant Superintendent Emily Parks, am most excited about the curriculum connections and learning opportunities that enhancing our partnership with WestCAT will provide. Through such an expanded partnership WestCAT and the Westwood Public School would be able to give our students and faculty the chance to engage in more meaningful, authentic learning experiences. The possibilities with a new media center are endless. For example, we could give students the opportunity to receive professional training in video production or sound engineering. Students could be involved in writing, producing and broadcasting local shows. We could establish internships and job opportunities for students, giving them a leg up on college and career opportunities. The ability for students to apply their learning in this authentic context and to produce real work for a real audience presents tremendous educational prospects. I am confident that with adequate resources for our public access television station, great things will happen. Respectfully submitted John Antonucci and Emily Parks. Thank you.

Nancy Hyde: Thank you

Michael Walsh: Thank you

Patrick Ahearn: Thank you

John O'Brien Jr.: My name is John O'Brian Jr. I live at 91 Hawktree Drive in Westwood. Speaking in two capacities. As a Verizon customer I have the opportunity to watch your Selectmen's meetings and the School Committee meetings as well as the Planning Board and the other boards in town. I find that that's a very useful resource and usually can watch at a time other than when it's held so that's a very very helpful to give access rather than having to attend the meetings. As a member of the School Committee, I join in Superintendent Antonucci's comments with respect to the potential for what WestCAT can provide through the Verizon and then as a candidate for re-election one of many in the town now it provided exposure that there was no way some of us, simply I could have obtain without that. And I think that a true public benefit and truly does give the openness that I think we often talk about with respect to the government. Thank you for the opportunity.

Michael Walsh: Alright.

Steven St. Martin: My name is Steven St. Martin I'm the boys basketball coach at Westwood High School.

Katherine Clifford: Katherine Clifford I am the girls basketball coach and also a teacher at Westwood High School.

Steven St. Martin: I teach at the Middle School as well. We are not residents but, we came to speak on behalf of the impact it has on our athletes. It's a fantastic opportunity for them to be able to see themselves on television when they go home and the impact it has to enhance that for them is huge. And that's something we wanted to share with you guys to let you know that it was very important for us to have them at our games as many games as they could and expanding that allows them to do more.

Katherine Clifford: Yea, and just to further that I think the added benefit from just our high school kids and goes down to the youth program, you know our crowds are getting bigger and bigger and I think that's from some of the exposure and that the younger players are seeing that on TV and then they come out and see us live. As a teacher at the high school, I go along with a lot of what Dr. Antonucci said as well the potential of the relationship between what we already have going on at the high school with the video production classes our senior project program that we run independently, I think that, you know, the potential of that is very exciting for a teacher to build not only the Westwood High School but to the entire Westwood community.

Michael Walsh: Thank you

Steven St. Martin: Thank you Congratulations Sir.

Patrick Ahearn: Thank you. Congratulations to both of you on a successful season.

Steven St. Martin: Thank you.

Katherine Clifford: Thank you.

Michael Walsh: Anyone else? Sure, Mr. Gay come on up.

Michael Gay: Right. Michael Gay I live at 291 Weatherbee Drive. I am representing the Westwood Basketball Association in this testimony. I am also a Board Member of WestCAT. And it's interesting I became a Board Member because we created a program where all of our travel basketball teams would have one game televised a few years ago and it was an amazing addition to the Town. We got some great feedback. One of the challenges we ran into was reliability, some issues with the quality of programming, so I joined the WestCAT Board. What I found out was that funding was a challenge and that putting a product out there that the town was proud of was challenging based on the funding that, excuse me, WestCAT was receiving. So on behalf of the Westwood Basketball Association and the thousand plus children and many more thousand parents and grandparents around Westwood and the globe, increased funding will really help the programming across the board within this room with the public meetings, but also with basketball and all of the sports. We have a great opportunity to expand the program. Thank you so much.

Michael Walsh: Thank you. Ms. Powers.

Dorothy Powers: Dottie Powers, resident 9 Hedgerow Lane and also Town Clerk. The most important part of my job is to inform residents about Elections, Town Meeting, Board and committee meetings, to name a few. For transparency and community outreach we need to use every avenue of communication. One of the most important is the utilization of our local public access channel. Residents need to be kept informed of events in Town. I was able to recently inform residents about new voting equipment which was terrific. People got to see a little video on just what they were going to expect when they went to the polls. Also important information about the state primary which we just had and also board and committee meetings that we have continuously. Our cable TV needs more funding if they are to provide residents with important information and happenings throughout the town. There are many people who cannot get out and do not have access to our website. They rely on being informed through their public access channel. There is a lot that I would like to see televised such as, voter outreach through public service announcements informing people where and how to vote in Westwood.

Right now the office space for WestCAT is, is unacceptable. It's...if they had a better space it would be a great place for students to learn about video production. Residents would actually have a place to sit down with WestCAT staff and offer suggestions on programming. At the present time it's very difficult to go down there and speak to them and in order for our local cable TV station to be kept up to par with our surrounding communities more funding is needed. Thank you.

Michael Walsh: Thank you. Mr. Becker

Kevin Becker: Hi. Congratulations Pat.

Patrick Ahearn: Thank you Kevin.

Kevin Becker: Kevin Becker, 1227 High Street. I actually didn't expect to speak tonight but I, wanted to give you a real life example of how a robust public access community television station can really influence one's life because it influenced mine.

Twenty-five years ago when I was doing my doctoral program in psychology I went to produce an educational video on post-traumatic stress disorder as part of my doctoral project and I lived in Newton which had a great public access system, tremendous video facilities, production facilities, and whatever, it didn't work out, it wasn't able to, it wasn't the right time in Newton and I went over to Brookline which had equally spectacular facilities. I took the training, I shot my video after the training, I edited, I did the whole thing, got my doctorate as you, that was the good news, ah but the video actually changed my life. I mean, that's my specialty, I'm a psychologist; all I do is trauma work. But that video was distributed around the world, it won international awards for its educational value for people who have PTSD. And this was something that was produced in a – a local facility. You know, in Brookline. There is no reason Westwood shouldn't have something like that. You know, there's funding that Verizon can put into facilities like that. Absolutely basketball games, curriculum, art, all of those are extremely valuable uses. But there are so

many things that residents could do that we have no idea how a resident might use something like that. That that it's really use worth, I think it's about a 4% investment from Verizon around what they could invest into it, in terms to what the regulations might be, but it would really be worth it if they would if they would go as far as they could to produce those kinds of facilities for Westwood residents for all kinds of reasons. So that's all I wanted to say.

Michael Walsh: Thank you Mr. Becker

Kevin Becker: Thank you.

Donna McClellan: Anymore public?

Michael Walsh: Can't tell they just keep coming in from the halls.

(Laughter)

Donna McClellan: Oh one more, oh public, oh sorry, sorry. Go ahead.

Lisa Walker: Hi. Lisa Walker, 50 Oriole Road. I am coming to speak on behalf of WestCAT for a couple reasons. One is, I've been chairing the Westwood Cultural Council, but I am not sure if I am allowed to talk about that, that because it's a town board? Does it matter?

Michael Jaillet: It's ok.

Patrick Ahearn: The first amendment is alive and well *(laughter)*

Lisa Walker: Ok just wanted to make sure. So one of the things we did this year was we had a community input meeting and we invited residents to come and we talked about the needs within the Town and one of the major things was communication. That the different, um, like the Senior Center and the Schools and all sorts of, nobody sort of knew what was going on. So, someone would have a program and someone would say 'oh we have something scheduled for that day too' so there wasn't really a central place where organization could take place, so I think that this type of situation, the media center, would really help with that, type of thing. Also plans for the facility to have a place for programs to be run would be fantastic and as a Westwood artist, we're really lacking a home in this town and a media center would be a place where hopefully we could, we could have some space for all sorts of artists.

Michael Walsh: Yea looks like, anyone else from the public? You one more.

Donna McClellan: *(inaudible)* they keep coming in.

Michael Walsh: Is there a number machine in that hall? *(laughter)*

Jane Wojick: Hi. My name is Jane Wojick and I live at 6 Fisher Street. I am an artist along with Lisa and I've looked at the Obed Baker House as a possible source of a place for artists, grown artists, outside of the Schools to have a place. Doesn't work out, we can't, we don't have the money to do that and with WestCAT expanding they're offering us a space to have for, you know, to present our art to the...I believe that art and sports and everything is highly supported in this town but once you are out of school there's not a whole lot to offer as adults in terms of the arts. I think Westwood is very proud of itself as an art community but there's no home and WestCAT is offering that to us and they've asked us to come here and speak to ask for the money from Verizon to help expand their facility.

The Town of Walpole right now is offered to train me to use their equipment to do publicity for something that I am doing in Walpole, because I don't have access to that here in Westwood and I would like to, you know, have the same thing that surrounding towns have.

Michael Walsh: Thank you.

Jane Wojick: Thank you.

Michael Walsh: Anyone else? Ok

Donna McClellan: *(inaudible)* Peter would you like to? Nope, Ok, Peter doesn't want to.

Michael Jaillet: Peter Epstein is here. Peter Epstein is the counsel that works with CTAB on negotiating these contracts. I just wanted to have him recognized and know that he is in the audience. That's it.

Michael Walsh: Ok.

Donna McClellan: My name is Donna McClellan, 55Lakeshore Drive. I am the Director of Information Technology also a resident and been a Verizon customer since 2007. And as a resident and a department head and also a subscriber, I consider the service provided by WestCAT an extremely valuable, for many of our residents, this is the only way that they receive their information as the availability of print media decreases and fades daily, yearly the need for public access becomes greater. And it's no longer just an advantage or a nice thing to have but it is a necessity, because, you know, continued operations of WestCAT is cr-crucial to-to keep town transparency and information alive here. And for continued operation, WestCAT will need to increase operating funding. And we have an opportunity here with the franchise negotiation to provide a stable path for WestCAT by increasing PEG funding, and, hopefully provide this increase in the next cable contract. Thank you.

Michael Walsh: Thank you. Yes, Mr. Jaillet.

Michael Jaillet: I'd like to add just one more comment in addition to everything that's been said tonight. That - we have two contracts in Town; we have a contract with Verizon,

we have a contract with Comcast. Those two contracts are different in their structure. It would be much, very much helpful if those two contracts could mirror one another so that when we have issues with the two companies, the issues of comparability are often times useful and so to have them in the same structure would be better than the respective structure we have right now.

Nancy Hyde: So what does that mean?

Michael Jaillet: It means, that, that we, that when we are negotiating with Verizon we go to put it in the same terms as what Comcast is, or close to.

Nancy Hyde: Are we, ok so, you're opening a box of other information. Are we happy with Comcast? They're on two different cycles. Are we going to try to bring them together? What are you suggesting?

Michael Jaillet: I don't think we can change the cycles, can we Peter? Ten year cycles?

Peter Epstein: The terms?

Michael Jaillet: The terms.

Peter Epstein: No. May I?

Michael Jaillet: Yes, you may.

Peter Epstein: Peter Epstein, I'm your outside counsel for cable TV. Did you know you had an outside counsel? *(Laughter)*

Nancy Hyde: It's been a few years, but we've seen you before.

Patrick Ahearn: Mr. -- Attorney Epstein. I think we, I worked with you to bring Verizon to town a long time ago.

Peter Epstein: Yes, a long time ago. Before I had white hair.

Nancy Hyde: Gotta add it to the list.

Patrick Ahearn: While I had hair.

(Laughter)

Peter Epstein: I think what Mike is talking about is we do have two licenses, Mike said you had. You have the Comcast license; you have the Verizon license that is coming up. The format of the two is very different. Comcast has been here for quite a few years as you know. Verizon came in and sought certain provisions and a certain format that is markedly

different from Comcast. And I think what Mike is talking about is that for a number of reasons, the contractual format should be the same. In other words, there's really no reason why you have two markedly different formats for cable TV providers, which is what they both are. They do more, but you are here on the cable side so what we are talking about is simply the format and when we do a draft, I think Mike is suggesting that that format would be the Comcast format; which, which really does make it easier for the Town to understand what's going on and to oversee them. There's no reason why you –

Nancy Hyde: So you are implying that the Comcast one is a better format? What wasn't –

Peter Epstein: Well, no, it's not better, it's different, and it has provisions that I think are appropriate for Verizon, let me just say that. They're not all in Verizon now, I think they should be and what I think Mike is suggesting is that when we go and give a document to Verizon, the terms and provisions should be a similar, a very similar format, to, your Comcast license which we did back in 2011.

Michael Walsh: Peter, may I ask a question?

Peter Epstein: Yes.

Michael Walsh: I would assume, because you are outside counsel, that we are not your only clients so to speak –

Peter Epstein: No you're not my –

Michael Walsh: So do other towns –

Michael Walsh: Do other towns –

Peter Epstein: You're my most important clients

(Laughter)

(inaudible)

Michael Walsh: So my question is, what Mr. Jaillet is proposing, has that happened in other municipalities, other towns?

Peter Epstein: Yes, yes, as you know Verizon, the Verizon licenses, at least the ten year licenses, are expiring, end of this year and next year; yours expires next year. Some of the Verizon original licenses were fifteen years which is, was, permissible, is permissible, under state law. For a number of reasons when you granted Verizon the license, it was ten years. So I think it would be appropriate to perceive along with what is in the Comcast and, you know, it's not going to be a surprise to you that the industry is changing. Different companies have different ways of looking at it. But to answer your question, yes; a number

of municipalities have been forwarding an RFP/new Renewal license to Verizon based on the format in Comcast's and as you know some of those communities also have an operator called RCN. RCN has the same format, as Comcast. And it may seem superfluous, but I think it's more important than that. It's not just the format; it is the provisions as well. There are many, many provisions about use of the public rights of way, enforcement provisions, consumer protection provisions. I think the Comcast license is the more comprehensive draft and that's why I think Mike is suggesting that from the go get the Board, as the Issuing Authority approve use of that format.

Michael Walsh: Ok.

Patrick Ahearn: So you've gone through and you've analyzed this with the CTAB and-and there's unanimity that we should move towards a more Comcast type contract.

Peter Epstein: I – I think that I have talked to Mike about this, to Donna about this. I think there will be a meeting with the advisory committee, but with the schedule I think the town wanted to do the Ascertainment Hearing first. And as Mike explained, once you gather all the input, it's really initially the committee that can put together, for one of better word, a summary for you, saying 'here's what we the committee would think would be appropriate for the material provisions for a new Verizon license.' Alright? And that's based on what-what came up in ascertainment, may be based on comments that they received from the community. I would then suggest that they discuss the material provisions with you, and if the Board agrees, then in fact we would simply draft the Request for Proposal, which would be really in the form of a new renewal license, we've truncated the process, and send that to Verizon. Verizon has seen that before. They won't be surprised. They are not here tonight; they were advised of the meeting date and I think, I think somebody was unable to, to attend. But that is the process. So once this ascertainment process, at least the initial process is over, I would anticipate sitting down again with the town and the committee to go over sort of a list of material provisions.

Michael Walsh: Thank you.

Peter Epstein: Yup.

Michael Walsh: Anyone else? Alright -

Nancy Hyde: Melinda.

Michael Walsh: Yes, Melinda. Come up.

(WestCAT provided a PowerPoint presentation which is listed as Attachment B of this transcript)

Melinda Garfield: Hi. Good evening members of the Board of Selectmen, CTAB and residents of the Westwood community. Thank you for the opportunity to testify at the

tonight’s cable television franchise renewal public hearing. WestCAT views Verizon as a strategic partner in providing cable and video streaming services to the residents of Westwood.

I would like to take a couple minutes to give you a quick video that explains who we are and what we will become.

Video provided by WestCAT and shown at hearing.

Nancy Hyde: Well done.

Melinda Garfield: Thank you. Thank you. So WestCAT’s mission is to promote and enhance local television content to Westwood residents via cable and online channels in order to support an informed and active citizenry, increase the transparency and quality of civic decision making, deepen understanding of local issues of importance and promote civility in public dialogue, while respecting the rights to free speech and creative expression.

So as the video said, in 2007, the Board of Selectmen created a Cable Advisory Committee. And in 2011, WestCAT signed its first service agreement with the Board of Selectmen as a non-profit 501(c)3. For the past five years, WestCAT has become the public education and government channels for the Town of Westwood. And in 2016, will be, the Community Media Center.

So who is WestCAT? Well, my name is Melinda Garfield and I am the Executive Director. I started in January of 2016. I am a television and video professional. My previous experience includes creating the Production Services Department for NewTV, Newton’s Media Center. I am also the Vice President of MassAccess, a non-profit corporation that represents all news media centers across Massachusetts. Joe Garozzo is the Production Manager. And for the last two and a half months, together, we have transformed WestCAT, into a new operation.

WestCAT is not a department of the Town of Westwood. PEG fees from cable operations are not tax dollars. WestCAT, as any small business, has to provide its employees with proper healthcare and benefits. WestCAT currently operates out of a former jail cell in Town Hall. Inadequate space for fulfilling that mission. Quite literally handcuffing our ability to deliver the spectrum of services we desire.

Patrick Ahearn: Be thankful you don’t have to spend a weekend in there.

(Laughter)

Nancy Hyde: She does.

(Laughter)

Patrick Ahearn: In its current use; in its former use, pardon me.

Melinda Garfield: Yea. Pictured on the right, as you can see, is the 350 square foot space that WestCAT currently operates out of. WestCAT is on two cable providers; Verizon channel 32 and 42; Comcast channels 8, 12 and 22. Comcast channel 22 is dedicated for the community bulletin board. And that service is provided to departments of the town as well as residents to promote their events or any events or meetings coming up and it's free of charge.

WestCAT has a voluntary Board of Directors. They include the newly elected President, John Cummings, newly elected Treasurer, Michael Gay, newly elected Vice President, Jim Giurleo, newly elected Clerk, Robert Gotti, past President John Craine, and past President, David Atkins.

I would like to describe the transition from Public Access to Community Media. The history of public access contains a key element: public-private partnerships. Unlike telephone, gas and electric, cable television is not essential, not a "lifeline" service. Therefore, the U.S. Congress decided that the for-profit cable operators should be able to provide benefits to the local communities in which they string their cables. These benefits have taken shape as community media centers. This "give back" by cable operators has become mutually beneficial. Communities get vital media communications resource, and cable operators get exclusive, locally targeted programs which help sell their product in exchange for their access to the community's public rights of way.

Today, public, educational and governmental access television stations across America, and around the world, annually produce more hours of original, non-repeated programming than ABC, CBS, NBC and Fox Networks.

The old model of public access consisted of a facility waiting for members to come through the doors to produce content that could be turned around to air on the television channels. WestCAT intends to adopt the new model called community media by actively collaborating with local organizations, neighborhood activists, schools and media outlets to use digital technology to generate civic awareness and create diverse local media.

So WestCAT seeks 5% of Verizon's gross annual revenues. WestCAT is locally underfunded. We are currently receiving 1% while the average of similarly sized towns are receiving 4.53%. Over the past five years, Verizon has paid 49.38% less than the incumbent.

We seek \$500,000 in capital funding over ten years.

We seek HD channels that are competitively placed.

Inclusion on the Electronic Programming Guide, or EPG. And for those of you who are not familiar with Electronic Programming Guide, if you click the guide button on your remote, it's the info screen and it tells you what's playing and what's coming up. Right now, WestCAT just says, 'Local Access Programming.'

We also seek 10 hours per month of video on demand for viewers to watch replays of local programming. Some Westwood residents do not have internet services. They don't have the ability to watch repeats of meetings and local events; video on demand will give them that option.

The Cable Act of 1984 and Telcom Act of 1996 stipulates that cable operators must contribute up to 5% of their Gross Annual Revenues to community media centers.

Accordingly, WestCAT seeks 5% of Gross Annual Revenues from each cable television operator conducting business in the Town of Westwood. With that 5%, WestCAT will provide the community with approximately 3,000 square feet of creative space, including an edit suite, open edit stations, a fully equipped studio and control room and conference rooms meeting space. The new media center will provide our community with the enhanced local programming, professional training, a variety of workshop offerings, internships, volunteer opportunities, after school computer labs for high school and middle school students, gathering space, revolving artist galleries and so much more. We are currently reviewing sufficient locations.

I wanted to share this chart with you that I created and it's a comparison chart of other Massachusetts franchise agreements compared to Westwood. You'll notice that the towns listed are close in the number of subscribers as well as close in population to Westwood. As you can see, Westwood currently gets 2.5% of Comcast Gross Annual Revenues, when the average is 4.48%. We get 1% of Verizon when the average is 4.53%.

The new facility that we will be creating will be funded through capital funding we have received through previous contracts. The \$500,000 in capital funding that we are asking today is for the next ten years.

For editing, we seek \$175,000. That would include computers, laptops, software licensing, archival network storage, tablets and hard drives. Computers and laptops have a lifespan of three to five years so in the next ten years we'll probably have to replace them two to three times.

Studio and control room, we seek \$214,000. When we build our studio and control room in 2016, it will be state of the art. But in 2026, it might be out of date. So therefore, we believe we will have to replace lights on the grid, cycs or curtains, control room upgrades, monitors, set pieces and audio upgrades.

Currently, WestCAT uses a Televue playback system that was purchased in August of 2015. We believe that within the next ten years we will need \$95,000 to upgrade to live broadcast transmitters and encoders, transcoders, routers and switches.

As I said we will be outfit our community media center with state of the art equipment for 2016, but in the next ten years, different types of cameras and formats will change. So therefore we seek \$16,000 in field equipment. That includes field cameras, tripods, lighting kits and portable sound. Total we request from Verizon for capital needs \$500,000 and as you can see, I put an asterisk that says 'that doesn't include and HD to 4K transition because it could happen in ten years, or upgrades to HD in municipal buildings.'

This next slide I just wanted to quickly share with you. It's a list of community media centers around the country who are receiving HD channels. And if you notice, more than half of them are Massachusetts communities.

Longmeadow Mass was the first Comcast – first HD channel given by Comcast. And I just wanted to quickly show you that it became their catch all channel and we hope for the same, even if we got one; and it's like, it's a best of. Um, so they are currently showing meeting coverage, events and community bulletin board.

And lastly, this slide is a press release. It came out in 2015 when RCN Boston gave NewTV, Newton's media center, all three public, education and government HD channels. So it's being done.

Not to get too technical here, so I'll – I'll wrap it up very quickly, but one of our SD channels running at 3 – 38.47 megabits per second on a 6 megahertz channel could make three HD channels running at maximum quality bandwidth, 12.82 megabits per second. So that's 38.47 divided by 3, its maximum capacity for HD channels.

So just to recap, we seek 5% of Verizon's Gross Annual Revenues; \$500,000 in capital funding over the next ten years; HD channels; Electronic Programming Guide; video on demand.

Thank you again to everyone who came to testify on our behalf. And I just wanted to mention in the back of your pamphlets, the following names of people who gave us written testimony: Bruce Cook, Board Member of WestwoodWinds Community Band; Brett Middleton, a Junior at Westwood High School; Heather Cote, K thru 12 Director of Performing Arts; resident, Jessica Cole; Director of Westwood Council on Aging, Lina Arena-DeRosa; Nicole Banks, the Director of Westwood Recreation Department; Steve Ouellette, Director of Technology, Learning, and Innovation for the Westwood Public Schools; MaryAlice Misuta, Westwood High School's Video Production Teacher; Marianne LeBlanc Cummings, Chair of the Finance and Warrant Commission. Thank you again for the opportunity and if you have any questions, please let me know.

Michael Walsh: One question I have for ya –

Melinda Garfield: Ok

Michael Walsh: When I was looking through, you gave us all- all of the numbers except how many of the other towns have the Electronic Programming Guide. Do you have any idea?

Melinda Garfield: There are – there is no data on that as of now. This is new thing. People – all stations are asking for it right now. I know that Newton actually just got it–

Michael Walsh: So at least one has it.

Melinda Garfield: At least one has it.

Michael Walsh: Ok, thank you. Any other questions

Patrick Ahearn: Not at this time.

Michael Walsh: Ok. Anyone else?

Patrick Ahearn: I have a procedural question. Do we have to close the ascertainment hearing –

Michael Walsh: Wait a minute, do it right now.

Patrick Ahearn: Thank you.

Peter Epstein: Could I just make one correction. The Comcast license, the total funding is 3%. It's made up of two sources; it's 2.5% for PEG Access and there's a .5% for telecommunications. So the Comcast license is 3% for Gross and .4% for capital up to \$100,000. Verizon a 1% and I believe there was capital of about \$333,000.

Patrick Ahearn: When's the Comcast license up?

Peter Epstein: The Comcast license expires December 31, 2020. So –

Patrick Ahearn: Not that far away

Peter Epstein: About three years after Verizon expires. So, you really have to wait under the provisions of federal law three years before you can start that process with Comcast.

Michael Walsh: Thank you. Alright. Since there is no further testimony, today's Public Hearing is concluded. This hearing record will be open for fourteen (14) days in order to receive additional written or verbal testimony. Interested parties are encouraged to submit written or verbal testimony on any renewal related issue discussed this evening, or

regarding any cable-related issue. Written testimony or comments may be submitted to the Board of Selectmen's Office by May 9, 2016. The address to send that is, of course, the Board of Selectmen, Town of Westwood, 580 High Street, Westwood, Mass 02090, with a regarding line the Testimony on Verizon Cable License.

You can also email us at BOS@townhall.westwood.ma.us or by calling the Board of Selectmen's Office at 781-326-4172. Yes, Mr. Ahearn?


Patrick Ahearn: I just have a procedural question for Tom McCusker. Do we have to close the meeting by motion of the Board of Selectmen or can it be done –

Tom McCusker: I think you can just declare it open.

Patrick Ahearn: Ok, thank you.

Michael Walsh: So all residents must submit written testimony prior to May 9, 2016. OK, thank you for everyone who testified.

I, Christine McCarthy, attest that this is an accurate and true record of the Ascertainment Hearing held by the Westwood Board of Selectmen on Monday, April 25, 2016 beginning at 7:30pm in the Selectmen's Meeting Room at Town Hall.

Signed: 
Executive Assistant
Town of Westwood

Attachment Listing:

Attachment A – Testimony from Superintendent and Assistant Superintendent of Schools

Attachment B – WestCAT PowerPoint Presentation

Attachment C – Written Testimony by Bruce Cook, Board Member for WestwoodWinds Community Board

Attachment D – Written Testimony by Brett Middleton, Junior at Westwood High School

Attachment E – Written Testimony by Heather Cote, K-12 Director of Performing Arts

Attachment F – Written Testimony by Jessica Cole, Resident at 23 Eastman Avenue

Attachment G – Written Testimony by Lina Arena-DeRosa, Director of Council on Aging

Attachment H – Written Testimony by Nicole Banks, Recreation Director

Attachment I – Written Testimony by Steve Ouellette, Director of Technology, Learning and Innovation at Westwood High School

Attachment J – Written Testimony by MaryAlice Misuta, Video Production Manager at Westwood High School

Attachment K – Written Testimony by Marianne LeBlanc Cummings, Chair of the Finance and Warrant Commission



WESTWOOD PUBLIC SCHOOLS

Honoring Tradition. Inspiring Excellence. Shaping the Future

JOHN J. ANTONUCCI, Ed. D.
Superintendent of Schools

**Verizon Cable Television Ascertainment hearing
Communications Technology Advisory Board (CTAB)
Hearing Date: April 25, 2016**

My name is John Antonucci, and I am the Superintendent of the Westwood Public Schools. I am also speaking tonight on behalf of Assistant Superintendent, Emily Parks. The fact that many public officials, committee volunteers, and Westwood residents are here tonight or have provided written testimony will tell you just how important we think public access television is.

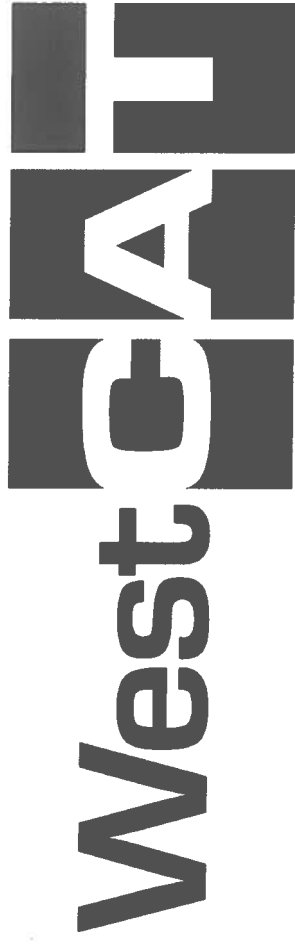
This is an exciting time to be a Westwood resident. Our town is thriving and growing, and we have many exciting initiatives and projects underway. As we move forward, it will be of critical importance that our residents are informed and engaged. To make that happen, we need a media resource that is accessible to all residents - public access television is that resource. However, WestCat is at a crossroads, and despite an articulated vision to increase the station's presence, expand programming, and create the Westwood Community Media Center, without additional funding that vision can not be realized.

An expanded WestCat will provide great benefit to the Westwood community. For example, although our local schools are bustling with activity on a daily basis, without public access television it is difficult to share that activity with the greater community. WestCat's ability to provide local coverage to school events such as athletic contests, plays and musicals, art shows, science fairs, graduation, etc., will help connect Westwood residents with our talented students and faculty.

Additionally, having consistent coverage of local boards such as the School Committee, Board of Selectmen, Finance and Warrant Commission, and Planning Board, will allow for busy residents to get educated and informed about all that is happening in Town. Enhanced coverage will promote more civic engagement, allow for more transparency, and provide an efficient communication vehicle, all of which are fundamental to a productive local government.

I, along with the Assistant Superintendent, am most excited about the curriculum connections and learning opportunities that enhancing our partnership with WestCat will provide. Through such an expanded partnership, WestCat and the Westwood Public Schools would be able to give our students and faculty the chance to engage in more meaningful, authentic learning experiences. The possibilities with a new media center are endless. For example, we could give students the opportunity to receive professional training in video production or sound engineering. Students could be involved in writing, producing and broadcasting local shows. We could establish internships and job opportunities for students, giving them a leg up on college and career opportunities. The ability for students to apply their learning in this authentic context and to produce *real* work for a *real* audience presents tremendous educational prospects. I am confident that with adequate resources for our public access television station, great things will happen.

Respectfully submitted,
John Antonucci, Superintendent
Emily Parks, Assistant Superintendent



Verizon Cable Television Ascertainment Hearing

April 25, 2016

Testimony of Westwood Community Access Television Inc.
Melinda Garfield, Executive Director



Melinda Garfield

OPENING REMARKS

WHO IS WestCAT?

Our Mission:

Promote and enhance local television content to Westwood residents via cable and online channels in order to support an informed and active citizenry, increase the transparency and quality of civic decision making, deepen understanding of local issues of importance and promote civility in public dialogue, while respecting the rights to free speech and creative expression.

WestCAT Staff

Melinda Garfield, Executive Director

Formerly Director of Production Services for NewTV in Newton, MA where she won numerous awards including a New England Emmy® as the Associate Producer of “The Folklorist” in 2014. Melinda has previously worked on freelance projects for Powderhouse Productions, Straight Ahead Pictures, Cutter Productions, NBC30, and mtvU, and was the Office Manager for iDeal Partners Film Fund, where she coordinated film premieres at Sundance Film Festival.

Vice President of MassAccess, a non-profit organization that serves and supports local access cable TV stations (community media centers) across Massachusetts.

In addition, Melinda taught digital media at Rumney Marsh Academy Middle School in Revere, MA.

Joe Garozzo, Production Manager

Former Director of Educational Media at NewTV in Newton, MA.

Joe helped students of all ages with numerous video production projects as well as managed and scheduled the Education Channel.

Involved in community media since he was in middle school Joe made videos and announced local sports games at his hometown community media station in Stoneham.

Lasell College graduate with a degree in Communications with a concentration in TV/Radio Production.

In his spare time, Joe makes short films as well as produces his own TV show, he is a passionate Boston sports fan and loves music and movies.



Delivering against that mission

- WestCAT is **NOT** a department of the Town of Westwood.
- PEG Fees from Cable Operators are ***NOT tax dollars***.
- WestCAT, as any small business, has to provide its employees with proper healthcare and benefits.
- WestCAT currently operates out of a former jail cell in Town Hall. Inadequate space for fulfilling that mission. Quite literally handcuffing our ability to deliver the spectrum of services we desire.

WHERE IS WestCAT?

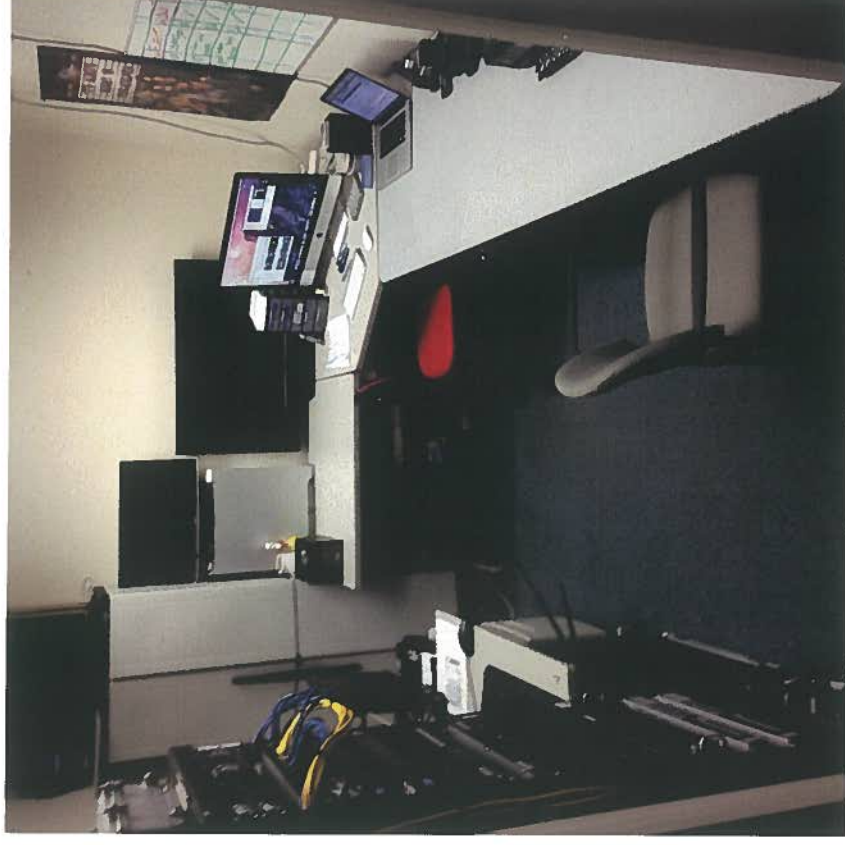
580 High Street
Westwood, MA 02090
774-538-9378
melinda@westcat.tv
www.westcat.tv



Channels 32 & 42



Channels 8, 12, & 22



WestCAT current 350 sq. ft. space



WestCAT Board Members

David Atkins

John Craine

John Cummings

Michael Gay

James Giurleo

Robert Gotti

WHAT IS COMMUNITY MEDIA

“The history of public access contains a key element: public-private partnerships. Unlike telephone, gas and electric, cable television is not essential, not a “lifeline” service. Therefore, the U.S. Congress decided that the for-profit cable operators should be able to provide benefits to the local communities in which they string their cables. These benefits have taken shape as community media centers. This “give back” by cable operators has become mutually beneficial. Communities get a vital media communications resource, and cable operators get exclusive, locally targeted programs which help sell their product in exchange for their access to the community’s public rights of way.

Today, public, educational and governmental access television stations across America, and around the world, annually produce more hours of original, non-repeated programming than ABC, CBS, NBC, and Fox Network combined.” –MassAccess.org/history

The old model of public access consisted of a facility waiting for members to come through the doors to produce content that could be turned around to air on the television channels. WestCAT intends to adopt the new model called community media by actively collaborating with local organizations, neighborhood activists, schools, and media outlets to use digital technology to generate civic awareness and create diverse local media.



WHAT WE SEEK

WestCAT SEEKS...

- **5% of Verizon's gross annual revenues.**

WestCAT is locally underfunded. We are currently receiving 1% while the average of similarly sized towns are receiving 4.53% (see next slide).

Over the past 5 years Verizon has paid 49.38% less than the incumbent.

- **\$500,000 in capital funding**

(over 10 years)

- **HD Channels**

(competitively placed)

- **Electronic Programing Guide (EPG)**

- **Video on demand (VOD)**

10 hours per month for viewers to watch replays of local programming

Context

- The Cable Act of 1984 and Telecom Act of 1996 stipulates that cable operators must contribute up to 5% of their Gross Annual Revenues (GAR's) to community media centers (PEG Access).
- Accordingly, WestCAT seeks 5% of GAR's from each cable television operator conducting business in the Town of Westwood, MA.
- WestCAT will provide the community with approximately 3,000SF of creative space including an edit suite, open edit stations, a fully equipped studio and control room, and conference room meeting space. The new media center will provide our community with the benefits of enhanced local programming, professional training, a variety of workshop offerings, internships, volunteer opportunities, after school computer labs for high school and middle school students, gathering space, revolving artist galleries and so much more. We are currently reviewing sufficient locations.

Comparative Town Rates

Other MA Franchise Agreements (close in size) compared to Westwood

Town/City	Number of Subscribers	Population	Comcast %	Comcast Capital	Verizon %	Verizon Capital
Westwood	5,213	15,000	2.5	100,000	1	333,000
Acton	7,458	23,000	5	366,000	5	550,000
Ashland	5,980	15,000	5	130,000	5	426,000
Bedford	4,700	14,000	4.25	150,000	3.5	250,000
Bellingham	5,793	16,500	4	200,000	4	200,000
Canton	8,326	22,000	4.5	227,000	4.5	301,000
Franklin	10,507	25,000	3	150,000	5	315,000
Hanover	5,006	14,000	4.25	0	4.25	40,000
Hingham	8,197	23,000	4.5	200,000	4.5	400,000
Holliston	4,852	14,000	5	250,000	5	424,000
Ipswich	5,436	13,500	4	0	5	200,000
Lynnfield	4,545	13,000	4.75	0	3	160,000
Medfield	4,015	12,500	4.8	110,000	4.75	160,000
Medway	4,266	14,000	4	161,000	4	161,000
North Reading	5,479	15,000	4.25	133,000	5	160,000
Rayhnam	5,057	14,500	4.75	0	4.7	0
Rockland	6,370	18,000	5	100,000	5	150,000
Sudbury	5,690	18,500	4.25	175,000	4.25	262,000
Swamscott	5,220	14,000	3.1	35,000	2.75	225,000
Tyngborough	4,117	13,500	3	75,000	3	100,000
Winchester	7,243	21,500	3.825	0	4	210,000
AVERAGES	6,224	17,605	4.48	129,579	4.53	247,053



WestCAT SEEKS...Capital Funding

- **Editing- \$175,000**
 - Computers/laptops: \$35,000
 - Software Licensing: \$50,000
 - Archival Network Storage: \$80,000
 - Tablets & Hard Drives: \$10,000
- **Studio/Ctrl. Rm.- \$214,000**
 - Lighting Grid: \$80,000
 - Cyscs: \$4,000
 - Control Rm. upgrades: \$100,000
 - Monitors: \$10,000
 - Set Pieces: \$10,000
 - Audio upgrades: \$10,000
- **Playback- \$95,000**
 - Telvue Live Upgrade: \$50,000
 - Transmitters/Encoders: \$30,000
 - Transcoder: \$5,000
 - Routers/Switches: \$10,000



WestCAT SEEKS...Capital Funding

Continued...

- **Field Equipment-
\$16,000**
 - Field Cameras: \$10,000
 - Tripods: \$3,000
 - Light Kits: \$1,500
 - Portable Sound: \$1,500



Request to Verizon for Total Capital Funding Needs

\$500,000

*does not include: HD-4K transition or upgrades to HD in municipal buildings

WestCAT SEEKS...HD Channels

Article from Pegmedia.org <http://www.pegmedia.org/index.php?q=node/6819>

More Communities with HD PEG Broadcasting The trend is continuing!

So far we have Comcast, Time Warner, Cablevision, Verizon, Cox and RCN as providers. Most of the stations are using TelVue Servers.

- **Philadelphia, PA. (Comcast) (TelVue Server)**
- **St. Paul, Minnesota (Comcast)**
- **White Bear Lake, Minnesota and 10 other communities that are part of the Ramsey Washington Suburban Cable Commission, Minnesota (Comcast)**
- **Portland, Oregon (Comcast) (former TelVue, using ProVues too)**
- **Gresham, Oregon (Comcast) (Telvue Server)**
- **Vancouver, Washington (Comcast) (Telvue Server)**
- **Tacoma, Washington (Comcast)**
- **Manhattan, New York (Time Warner)**
- **Brooklyn, New York (Time Warner) (former TelVue)**
- **Chicago, Illinois (RCN) (partial TelVue user)**
- **Fairfax County, Virginia (Cox) (former TelVue)**
- **Brookline, Massachusetts (RCN) (Just Play)**
- **Burlington, Massachusetts (RCN) (Telvue Server)**
- **Framingham, Massachusetts (RCN) (Telvue Server)**
- **Lexington, Massachusetts (RCN) (Telvue Server)**
- **Longmeadow, Massachusetts (Comcast) (Telvue Server)**
- **Natick, Massachusetts (RCN) (Telvue Server)**
- **Needham, Massachusetts (RCN) (Telvue Server)**
- **Newton, Massachusetts (RCN) (Telvue Server)**
- **Stoneham, Massachusetts (RCN) (Telvue Server)**
- **Waltham, Massachusetts (RCN) (Telvue Server)**

WestCAT SEEKS...HD Channels

Longmeadow MA TV- Comcast Program Guide

Channel 809- HD Channel, carries all locally produced LCTV programming, including Selectmen, School Committee and all other town meetings covered by LCTV, as well as our Community Calendar

<http://www.longmeadowtv.org/index.php?page=channel-809-hd>

WestCAT SEEKS...HD Channels

[RCN Boston](#) and NewTV announced today that they have launched two new high definition (HD) channels for community television programming. These are the second and third HD channels for NewTV which launched its first channel, #(613,) in 2013, the most HD channels for any community television network in Massachusetts on the RCN system.

“NewTV viewers will now have the ultimate experience in watching their community-originated programming with the addition of the two new HD channels,” said Bob Kelly, Executive Director of NewTV. “NewTV viewers will have their favorite community programs all in high definition. RCN is a great community partner since launching the first HD channel two years ago and continues with supporting NewTV’s expansion to a total of three HD channels.”

The additional HD channels, #(614) and #(629) will be dedicated to government and educational programming. The NewTVg Government Channel, #(614) features municipal meetings such as City Council and School Committee, in addition to original shows including “Beyond the Badge” and “Books and Beyond”. The NewTVe Education Channel, #(629) features programming for students, teachers and administrators, and also includes the Emmy® Award-winning series, “The Folklorist.” The Community Channel, NewTVc #(613,) will continue to offer quality programming created by and for the community. “RCN has a sharp focus on bringing the best technology to our customers and our partnership with NewTV, bringing additional HD channels to its viewers, matches that,” said Jeff Carlson, VP and General Manager of RCN Boston. “NewTV is a vital part of the Newton community fabric and reflects the creativity and uniqueness of its residents.” NewTV provides hundreds of programs created for local, regional and national audiences. Shows range from those on public affairs, history, cooking, arts and culture, to high school sports and live streaming of public meetings. NewTV is a member of MassAccess which serves and supports the needs of Massachusetts community media centers who provide for public, educational, and governmental access services to Massachusetts cities and towns.

About RCN Boston

RCN in Boston serves the communities of Allston, Arlington, Boston, Brighton, Brookline, Burlington, Charlestown, Dedham, Dorchester, Framingham, Hyde Park, Lexington, Milton, Natick, Needham, Newton, Roslindale, Somerville, Stoneham, Wakefield, Waltham, Watertown, West Roxbury and Woburn. Become a fan of [RCN on Facebook](#). Follow RCN Boston on [Twitter](#).

About NewTV

NewTV is Newton’s Emmy® Award-winning, state-of-the-art HD media center, specializing in television production, training and content distribution. NewTV’s three cable channels (Community, Education and Government) broadcast locally relevant programming to the diverse Newton community and provide a platform for members to express their vision. www.newtv.org Become a fan of [NewTV on Facebook](#).

Follow NewTV on [Twitter](#).
<http://patch.com/massachusetts/backbay/newtv-adding-2-new-hd-channels-rcn>



WestCAT SEEKS...HD Channels

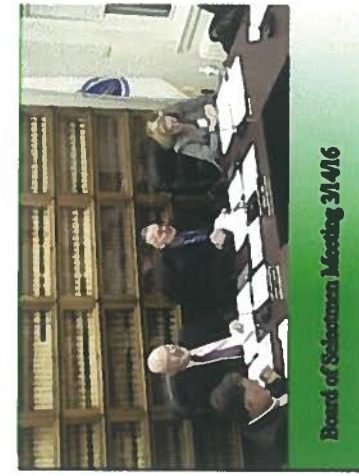
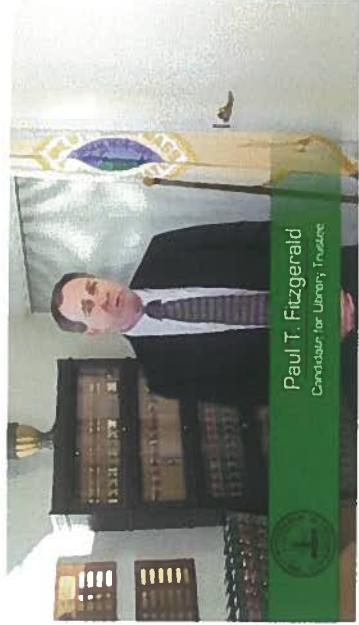
- The standard for signal transmission over digital cable television systems in the United States is now fixed at 256 QAM. This method carries **38.47 Mbit/s** on a **6 MHz channel**, which can carry **three full 12.82 Mbit/s transport streams** (HD channels).
- In other words **1 SD channel at 6 MHz** can be divided into **3 HD channels** running at maximum quality bandwidth (**12.82 Mbit/s**)

WestCAT SEEKS...

- 5% of Verizon's gross annual revenues
- \$500,000 in capital funding over 10 years
- HD Channels
- Electronic programing guide (EPG)
- Video on demand (VOD)



WestCAT





April 22, 2016

Westwood Communication and Technology Advisory Board

Dear Board Members,

Following current trends, Westwood residents are becoming more dependent on technology than on the printed page for news, information, and every day communication. Thus, it becomes all the more apparent that high quality public access television must keep pace with the technological enhancements that are the every day experience and expectations of Westwood residents. The possibilities for how WestCAT can serve Westwood and its citizens are many.

Writing as a board member of WestwoodWinds Community Band, soon to enter its 7th concert band season, we have appreciated the participation of WestCAT to film and provide public access to our public concerts. I am interested in promoting the intergenerational opportunities provided by WestwoodWinds that enables local musicians across a wide spectrum of ages, many of whom are current and former members of Westwood High School's bands, to come together and make music for the enjoyment of people of all ages in our community.

I have learned that WestCAT is planning to build a community media center that will provide opportunities for Westwood residents to receive training and to participate in creating program content for WestCAT local stations.

When I heard this, a thought crossed my mind of a local news broadcast, all about Westwood. Many years ago when I was a student at Westwood High School, I wrote a sports column for the local Westwood newspaper, then known as The Westwood Press. My articles covered the football team and the winter and spring track teams. I was even paid; 10 cents for each column inch. Perhaps there are Westwood High School students today who are considering a career in television journalism. What a great opportunity for them to gain experience by becoming the reporters on a WestCAT local news broadcast. At the same time, student participation with WestCAT programs and programming would also count for community service, which is always a favorable detail to include on college and employment applications.

This idea is not restricted solely to students and I hope it can be made available to any Westwood resident. Even going beyond local news, there may be interest in creating special documentaries, researched and presented by students or town residents. I could even see a documentary about WestwoodWinds or any other organization in town.

While ideas are great, at the end of the day, there needs to be adequate financial backing for good ideas to be implemented. The time to enhance the capabilities and opportunities for WestCAT is now. I endorse all efforts by the CTAB to support additional funding for WestCAT to become an outstanding civic asset that continues Westwood's reputation as a most desirable community for people to call home

Sincerely,

A handwritten signature in blue ink that reads "Bruce Cook".

Bruce Cook, Board Member
WestwoodWinds Community Band

ATTACHMENT D

To whom it may concern,

My name is Brett Middleton and I am a Junior at Westwood High School. Although I cannot be there in person I am writing this letter to support WestCAT's survival. I started working and helping with WestCAT this past semester and I am so excited for them to build a station that I can go to and be more involved. In less then two years I will be heading off to college where I hope to study communications and media, and WesCAT represents a local place where I can get an upper hand and a jump start in those fields. I am not alone in my support of WesCAT as many of my peers have become involved with the program as well. The fact that WesCAT has been wiling to engage with the youth, give us responsibility and opportunity is monumental and game changing because it gives us an opportunity to become increasingly involved into the community in a way we never have been before. As for me, in just the few short months I've volunteered I've already learned skills that will help me further my career in TV production and I can only imagine where increased funding and increased time there can take me. Please consider giving WestCAT the highest percentage of gross annual revenues so that they can continue to support me and my other video production classmates in the future.

Best,

Brett Middleton
Student-Junior
Westwood High School



WESTWOOD PUBLIC SCHOOLS WESTWOOD HIGH SCHOOL

Honoring Tradition, Inspiring Excellence, Shaping the Future

Assistant Principal
NICOLE HABERMAN

Principal
SEAN BEVAN

Dean of Students
AMY DAVENPORT

Communication & Technology Advisory Board
Westwood, Massachusetts

My association with WestCAT has thus far been limited to having them tape Westwood Public School concerts and broadcasting them on Westwood's public access station. Since learning of WestCAT's plans to offer training, internship opportunities and other hands-on participation in video/TV production, I am writing to provide my endorsement for their efforts to create a community media center.

In addition to music, the performing arts department offers high school classes in drama and a class in technical theater where students learn and participate in set building, lighting and sound. Some of our students attend secondary schools majoring in performing arts. WestCAT would become a valuable resource for any student interested in receiving further training and real world hands-on experience.

I understand that WestCAT relies on payments made from TV cable providers to support its programs and facilities. WestCAT is deserving of the support they need to carry out their future plans which will benefit WHS students and anyone wishing to become involved in creating local content here in Westwood. I look forward to the day when WestCAT can provide an entirely new layer of service and opportunity to students and adults.

Thank you

Heather Cote

K-12 Director of Performing Arts

ATTACHMENT F

April 16, 2016

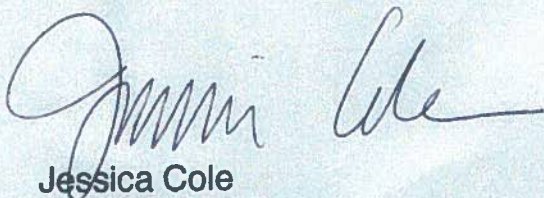
Dear Selectman Walsh, Selectman Hyde and Selectman Ahern,

I am writing today to let you know that I am in favor of the WestCAT program and I am in favor for more funding and support.

In the past 6 months I have realized how much that WestCAT does for the community as a whole. Not only does WestCAT attend all town meetings, Selectman Meetings and school committee meetings, but it attends school and sport functions too.

I have found it helpful in my busy life, so I can catch up with what is going on in Westwood from my own couch or computer.

Thank you,

A handwritten signature in black ink, appearing to read "Jessica Cole". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jessica Cole
23 Eastman Avenue



April 21, 2016
Verizon Cable Television Ascertainment
Communications Technology Board

Westwood Board of Selectmen
Westwood MA 02090

To Whom It May Concern,

I am writing to encourage you to increase funding to help support the new vibrant team at Westcat Cable.

Massachusetts elder population is continuing to grow and with baby boomers already here, the population is soaring. For elders in town, cable is a vital way to stay connected and stay informed.

For many, going to evening meetings (Board of Selectmen, FinCom, School Committee etc.) is not only difficult but impossible. Moreover, for many seniors, the best way to stay informed is by watching important meetings on the Westcat cable network. Presently the Westwood Council on Aging posts all of our programs on Westcat; we know seniors find information there because they tell us how much they appreciate seeing our program listing on the TV. However, if funding is secured, we could do much more.

Our partnership would enable us to begin a series of programs that will help bring vital information to those who cannot get to the Center. Many caregivers, homebound seniors and those in the "sandwich generation" (taking care of their children and their parents but still working fulltime) feel isolated and disconnected; if we were able to record important programs that we host here and play them on cable, it would help make our community stronger and more connected.

Cable is an important asset to our work here at the Council on Aging. It is our hope that with this new dynamic leadership in place, we will be able to reach more of our constituency with information and programming that will help seniors stay healthy, connected and informed.

Sincerely,

Lina Arena-DeRosa
Director
Westwood Council on Aging

ATTACHMENT H



April 12, 2016

Dear CTAB Members:

On behalf of the Westwood Recreation Department, we wish to express our support for WestCAT to receive the highest percentage of funding from Verizon. WestCAT is a responsive and vital community resource not only to the Westwood Recreation Department, but to the Town of Westwood.

The Westwood Recreation Department has benefited from WestCAT's support with increased marketing of programs on the Community Bulletin Board. With this expansion of publicity, our program enrollments have increased, and better serviced the community.

Most recently WestCAT publicized our annual March Into Summer special event. This open house, featuring our summer programs, was very successful with record attendance and registrations. WestCAT videotaped the event to message out to the community the spirit of the day and the multitude of summer recreation programs. We look forward to continuing our partnership with WestCAT in the future, collaborating on programs such as video production, and technology workshops, and promoting special town-wide events.

With CTAB's support, WestCAT will be better able to support the Town of Westwood and expand their services to the community. Therefore the Westwood Recreation Department fully endorses WestCAT in their quest.

Sincerely,

A handwritten signature in blue ink that reads "Nicole Banks" with a small flourish at the end.

Nicole Banks, CPRP, CPO

Recreation Director

Town of Westwood

P|781-461-0070

F|781-320-0376

nbanks@townhall.westwood.ma.us

www.westwoodrec.com

ATTACHMENT I



WESTWOOD PUBLIC SCHOOLS

April 20, 2016

To Whom It May Concern,

This letter is being written in support of WestCAT and the Verizon Cable Television Ascertainment hearing being conducted by the Communications Technology Advisory Board (CTAB) on April 25th.

As the Director of Technology, Learning, and Innovation for the Westwood Public Schools, I am confident that additional funds earmarked for the development of a Community Media Center, combined with WestCAT's new leadership, will provide an excellent resource for the students of the Westwood Public Schools. At the high school level, a number of students in grades 10 - 12 choose to take a sequence of Video Production course offerings, producing a number of high quality video projects. For example, last February, Wesley Diaz and Adam Donabed won Gold Key Awards through the Massachusetts Regional Scholastic Art & Writing Awards for their two short videos, [Split](#) and [Exclamation Points](#). It would stand to reason that a partnership with WestCAT will allow these students to expand their work across the broader community as well as provide them with additional resources to continue to produce the highest quality media projects.

Across all grades and curriculum areas, students in the Westwood Public Schools are utilizing a variety of digital tools to produce original content, whether it be a webpage, blog, digital portfolio, or multimedia project. By deviating from the traditional essay, students are now able to share their work with a broader audience, giving them opportunities to engage in more meaningful, authentic learning experiences. This type of work also leads to the development of skills that will help our students succeed in the 21st century, technology-centric world. I am confident a stronger partnership with WestCAT will support these efforts.

If you require any additional information, please don't hesitate to ask.

Sincerely,

A handwritten signature in cursive script that reads "Steve Souellette".



WESTWOOD PUBLIC SCHOOLS

WESTWOOD HIGH SCHOOL

Honoring Tradition, Inspiring Excellence, Shaping the Future

Assistant Principal
NICOLE HABERMAN

Principal
SEAN BEVAN

Dean of Students
AMY DAVENPORT

April 22, 2016

To Whom It May Concern:

I am writing this letter in support of WestCAT. It is vital for Westwood residents and community to have a vibrant, full service public cable access station. As a video production teacher at Westwood High School, I receive many requests from the Westwood community for help with or guidance in producing videos. It is well beyond the scope of what a high school class could accommodate. The need for a fully funded community access program and station is well documented in Westwood.

Over the past few years, Westwood High School students have had to access public access stations in surrounding communities to intern during the summer or explore additional learning opportunities. In most Massachusetts communities Public Access Studios provide opportunities for Middle and High School students to develop technical and studio skills that compliment what is offered in the local High School. In Westwood, this has not been the case due to WestCAT's limited resources both in equipment as well as physical space. Recently, under new leadership WestCAT has reached out to Westwood High School to coordinate programming and other opportunities for Westwood students and residents. I am hopeful that under Melinda Garfield's direction along with full and adequate funding WestCAT can become a resource for all of Westwood.

Please feel free to contact me with any questions at mmisuta@westwood.k12.ma.us.

Sincerely,

MaryAlice Misuta, M.Ed.
Video Production Teacher

ATTACHMENT K

April 25, 2016

To Whom It May Concern:


As Chair of the Westwood Finance and Warrant Commission, I am writing to express my appreciation to WestCAT for the service it provides to the Town of Westwood.

Having served on FinCom since 2009, I can attest to the important role that WestCAT plays with respect to the recording and broadcasting of FinCom meetings. The Finance and Warrant Commission is comprised of 15 Town residents who are appointed by the Town Moderator. Pursuant to the Town Charter, our role is to advise the Town on the matters before it on the Town Warrant. As such, FinCom holds regular meetings and public hearings at which such matters are discussed and vetted. These meetings are generally held at 7:30 pm at the Westwood Public Library. FinCom's process is completely open and transparent.

Due to the many conflicts that prevent residents (particularly the parents of young children) from attending our meetings, WestCAT's recording of these meetings is essential to good town government. The recordings of our meetings are regularly played on the WestCAT cable channel and are also available on the Town website. I have had many residents comment to me that they have viewed our meetings in this way, and that they are appreciative of this opportunity. We have also had residents refer to the time-stamp on various recordings of FinCom meetings while making presentations before FinCom.

WestCAT's recording, broadcasting and posting of FinCom meetings are essential to the transparency of FinCom's work and for high quality engagement of residents in our Town government. Please do not hesitate to contact me if I can provide any further relevant information.

Sincerely,



Marianne LeBlanc Cummings
Chair,
Westwood Finance and Warrant Commission