

Cable Advisory Committee  
Minutes of July 24, 2002 Regular Meeting

The meeting was called to order at 10:00 am. Present were Chair Catherine Russo, LouAnn Bowen, Su Hoffman, and Tim McCarthy.

Also present were Pat Patrick of Marine Specialties, and Assistant Town Manager Mark Latour.

The group discussed the June 26, 2002 video conference. Catherine said she would send attendees and the Board of Selectmen a follow-up letter to maintain momentum.

The group discussed the video studio bid of Pat Patrick (Marspec) which was the only fully responsive formal bid received by the Town at the time of the July 3, 2002 bid deadline. The Committee asked Mr. Patrick a number of questions about his bid, and they discussed the merits of a downtown location versus an off-Shank Painter Road location.

Pat Patrick discussed the present and possible configurations of spaces 9 and 11 in the Marspec warehouse off Shank Painter Road.

Tim McCarthy made a motion to reject this bid and to reopen the search for video studio space. This motion was seconded by LouAnn. Tim, LouAnn and Catherine voted in favor of this motion. Su voted nay. Mr. Latour indicated that he would work with the Town Manager to re-advertise.

Committee members thanked Mr. Patrick for all the work he put into his bid. They said that a sense of community; proximity to downtown; and proximity to the walking population is important. Pat Patrick indicated that he would let other potential tenants know that the Marspec space is available for their use.

Committee members asked Mr. Latour and Ms. Russo to work together to develop a first draft of a job description for a person with management skills who could pull together the community access studio.

Catherine made a motion to develop a job description and to look for a person to fill this position. The motion was seconded by Su. All voted in favor. Committee members made it clear that they are not looking for a video editing person at this time – but more for an organizer and coordinator on a temporary part time basis.

It was asked whether this person should have a high skill level and a good wage. They suggested comparisons to Melanie Braverman as coordinator of Campus Provincetown, or Eileen Kennedy who coordinates adult education. Tim indicated that he would obtain information about their job descriptions and pay rates.

LouAnn made a motion to work through proper Town procedures to hire a consultant at an appropriate pay level for this community, and at the appropriate skill set needed. Tim seconded. All voted in favor.

The group agreed to meet next at 9:30 am on Wednesday August 7, 2002 in Town Hall.

Catherine Russo then made a motion to adjourn. Su seconded. All voted in favor and the meeting was concluded at 11:20 am.

**[These minutes were approved by a unanimous vote of the CAC on August 7, 2002, at a regular meeting of the committee.]**