



Meeting Minutes

Cable Television Advisory Committee

DPW&P Building 50 LaFamilia Way (fka Skyline Dr)

Worcester, MA

January 11, 2022 – 6:00pm

Approved March 1, 2023

The meeting will be held in person, but you may choose to participate remotely. Remote participation is through WebEx:

To join meeting online using WebEx platform:

- ❖ go to www.webex.com
- ❖ click the "join" button on the top right side of the screen
- ❖ enter the meeting ID, 160 794 8474

To attend via phone:

- ❖ call 1-415-655-0001
- enter the access code: 160 794 8474

1. Call meeting to order
6:00pm

2. Roll Call

Present: Sergio Bacelis, John Keough, Jeff Levering, Phillip Lwasa, Steven Quist; Judith Warren (Director, Cable Services)

3. Approval of minutes from November 9, 2022 and December 7, 2022

Moved: Levering; Seconded: Quist; Roll Call (Yes 5, No 0)

4. Survey Study – Report Review January 18th (Levering)

Levering: Warren/CTAC chair received report from ETC on Jan 11, will distribute to rest of committee as soon as possible. Looking to schedule a meeting January 18, virtually, to review contents of report. Report will be part of committee agenda, therefore available to public.

5. Ascertainment Consultant Update, review near-term plan (Buske)

Buske: Worked with Warren to set up meetings with community leaders, to lay groundwork for ascertainment process. Purpose of meeting to provide community leaders with information about franchise renewal process, what cities can/cannot do, and the importance of community input. Will be conducting focus group meetings and holding an online survey, which community leaders will be encouraged to promote participation in. Current contact list will serve as the “jumping off point” for future lists for community input. Buske will be visiting PEG stations to gain greater



understanding of operations and resources.

Levering: Asked what materials are given out [at focus groups]?

Buske: Clarified that there will be four focus groups, and explained that she provided Warren with examples to demonstrate how such groups are named for promotional materials in different communities.

Quist: What is the intent to use media to advertise focus groups?

Buske: It is part of work plan reviewed in December. There will be a one-page sheet to be distributed at the February 1st initial meeting, and further materials will be developed as more details are decided.

Keough: Asked Buske how many franchise denials she has been a part of.

Buske: Answered has been a part of three, out of six total in the country. Explained that full denial is “highly unusual” and requires multiple court hearings, law hearings, etc, while it is far more common for a settlement to be reached.

Keough: Asked if meeting on Feb 1 is realistic timing (Wednesday, 2-3:30pm) for people from a working background.

Buske: This sort of time frame has worked successfully elsewhere

Keough: Emphasized that it is difficult to get participation during that time frame given Worcester’s City Council makeup.

Quist: Echoed Keough’s statement, and stated that a preselected group would not provide an appropriate cross-section of city population.

Buske: Clarified that this meeting is aimed at non-profit directors, and those who provide community services, with the intent that they will then reach out to their constituents. This meeting timing is appropriate for people in these positions, as it is often easier for them to participate in daytime engagements. The focus groups will be conducted in April, in the evening, and are intended to reach a broader group of participants.

Quist: Proposed additional meeting for the public, to get entire community involved “each and every step of the way”

Motion to hold a second meeting; Moved: Quist; Seconded: No second.

a. Where can committee help?

Lwasa: Offered to assist with conducting focus groups, and requested clarification on selection for participants in focus groups.

Levering: Affirmed that board members will be asked to help with setup/break down for these meetings and to represent the committee to the public. Further details pending.

Buske: Clarified methodology for finding participants for focus groups (community-wide marketing, as they are open to the public)

6. Spectrum Franchise Fee Increase, History (Warren)

Warren: Explained that formal request for 3-year analysis and rate-change explanation, as well as recompilation request (at recommendation of Law Dept) has gone to Charter, and forwarded to their legal department.



a. Spectrum Statement Mailing (Levering)

Warren: Explained that Charter was unfamiliar with broad issues regarding customers receiving bills late. Warren outlined examples of this to Charter representative, and was told this has not been brought to Charter's attention. Information regarding this issue was submitted to Charter and a formal response is pending.

b. Spectrum Meeting Planning (Levering, Quist)

Levering: Requested that Quist aggregate community concerns with Charter and invite them to participate in future meetings to discuss these concerns.

Quist: Agreed and expressed interest in Charters participation.

Warren: Explained that Charter usually sends representatives to meetings that it is specifically invited to, and encouraged CTAC to prepare questions and necessary documents for a subsequent meeting.

Levering: Proposed March meeting be used to compile items of interest, and for Charter to be invited to April meeting.

7. Allow Buske Process to represent PEGs Needs (Levering)

Levering: Explained that CTAC is no longer requesting final reports from PEG channels, in light of reporting from Buske that is planned to take place. Education and Government channels have already approved this approach.

Mauro DePasquale (WCCA): Stated that as long as Public channel can contribute to Buske reporting and share information, this is an appropriate approach.

8. Next Meeting – January 31, 2023, 6:00pm

Confirmed

Meeting on January 18th, 6:00pm, online.

9. Adjournment

6:39pm

Moved: Levering; Seconded: Quist; Roll Call (Yes 5, No 0)

Attachments

- Levering Statement



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December 18, 2022

JEFF LEVERING

Account Number:
Security Code:

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Visit us at Spectrum.net/billing
Or, call us at 855-75-SPECTRUM (1-855-757-7328)

8634 0080 NO RP 16 12192022 NNNNNYNN 01 002156 0008

Charge Details

Previous Balance		140.54
Payment - Thank You	11/30	-150.00
Remaining Balance		-\$9.46

Payments received after 12/18/22 will appear on your next bill.

Service from 12/18/22 through 01/17/23

Spectrum TV™

Spectrum TV Select	79.99
Basic TV & Expanded Basic TV Services	
Spectrum Cable Card	2.00
Spectrum TV™ Total	\$81.99

Spectrum Internet™

Spectrum Internet	74.99
Spectrum Internet™ Total	\$74.99

Other Charges

Broadcast TV Surcharge	19.00
Other Charges Total	\$19.00

Taxes, Fees and Charges

FCC Admin Fee	0.09
Franchise Fee	5.22
State And Local Fee	0.11
Public Access - Franchise Related Costs	0.36
Taxes, Fees and Charges Total	\$5.78

Current Charges	\$181.76
Total Due by 12/28/22	\$172.30

Bill Rec'd 12/27

Messages continued from page 1

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Continued on the next page.

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