



Town of Middlefield Communications Committee

Open meeting: May 6, 2015

Committee members present:

Howard Knickerbocker
Joe Kearns
Steve Harris

Others attending:

Tom Austin

Minutes:

Meeting called to order at 3:50 pm.

Approved minutes of 2/12/15 as read.

Discussed buried electrical, fiber & phone service to town hall. Steve to get specs from Axia re buried fiber & put Axia in touch with John Savery.

Reviewed progress of new emergency responder notification system:

- Howard & Alex of Pioneer Communications performed radio communications tests from town hall down Town Hill Road through Bancroft to Becket town line, and down Chipman, Clark Wright, and along River Road from Chester to Worthington.
- Steve set up new minicomputer in Police Chief's office.
- Pioneer Communications installed software and successfully tested via Berkshire dispatch.
- Pioneer Communications to provide enhanced sound USB. Steve to install uninterruptable power supply.
- Howard held preliminary discussion of portable & vehicle radio inventory/requirements with Pioneer Communications.

Discussed installation of antenna at town hall:

- Reviewed quote & specs from Pioneer Communications.
- Discussed locating equipment in the boiler room.

Discussed Town Hall AV system:

- Steve reported that installation was complete, including online instructions.
- Mics & remotes have been turned over to Administrative Assistant.
- Administrative Assistant to update town hall usage guidelines to include AV.
- Discussed having someone train us in finer use of equipment.

Discussed Building Commissioner's computer. He won't need new machine as all info is online and he is able to use his laptop. Town Clerk may require her own machine to review email, etc.

Discussed last mile broadband planning:

- Town to apply for an MBI Broadband Planning Grant as soon as they're available, as discussed at the ATM.
- Steve to arrange meeting with Axia re their fiber to the premise model.

Meeting adjourned at 5:15 pm.