

Michael Borg
Town Manager



TOWN OF NORTH ATTLEBOROUGH
43 South Washington Street
North Attleborough MA 02760
508-699-0100

INTEROFFICE MEMORANDUM

DATE: Tuesday, September 23, 2025
TO: Town Clerk Pat McNielly
FROM: Michael Borg, Town Manager
CC: North TV Director Peter Gay
Town Accountant Stacy Blaisdell
Assistant Town Accountant Tammy Baillargeon
RE: **Measure 2026-022- Authorization request for the utilization of FY25 Comcast PEG Access Account in the amount of \$11,790.00 for North TV for the purchase, shipping and installation of a new Tri-Caster unit for the JoAnn Cathcart Conference Room located in the lower-level of North Attleborough's Town Hall**

Town Council Meeting- President Justin Paré
Measure 2026-022- Authorization request for the utilization of FY25 Comcast PEG Access Account in the amount of \$11,790.00 for North TV for the purchase, shipping and installation of a new Tri-Caster unit for the JoAnn Cathcart Conference Room located in the lower-level of North Attleborough's Town Hall

Purpose and Justification:

The North TV board of directors authorized Executive Director Peter Gay on September 18, 2025 to request up to \$13,000 from the PEG Access Account for the purchase, shipping and installation of a new Tri-Caster unit for the JoAnn Cathcart Conference Room in the lower level of North Attleborough's town hall.

The Tri-Caster unit/computer/recorder that North TV had used to cover meetings in the Cathcart Conference Room had a major malfunction during the September 4 planning board meeting.

As a result, the recording of the meeting doesn't exist.

Due to the age of the unit, North TV's representative from Ockers determined we would be better off buying a new one.

Fortunately, a similar unit in the DPW's conference room was compatible. North TV was able to install it in town hall in time for live coverage of the September 8 town council meeting.

In the meantime, North TV is covering meetings at the DPW with a single camera.

North TV will install the new unit in the Cathcart Conference Room and return the one we are currently using back at the DPW.

The current balance in the PEG Access Account is	\$210,435.29
Ocker's Quote for purchase, shipping, & installation of equipment	\$11,790.00
Balance of PEG Access Account after Authorization	\$198,645.29

The Town Council met on September 22, 2025, and on behalf of the Town Council, a motion was made by Councilor Simmons to approve Amended **Measure 2026-022**- Authorization request \$10,000.00 from Account 641999-585002 (Comcast Technology Equipment) and \$1,790.00 from Account 64302538-585002 (Measure 2025-038 North TV Tech Equip) in the amount of \$11,790.00 for North TV for the purchase, shipping and installation of a new Tri-Caster unit for the JoAnn Cathcart Conference Room located in the lower-level of North Attleborough's Town Hall.

Vice-President Lapointe seconded the motion.

Motion carried. 8-0.