

## Finance Items for Discussion February 19, 2020

### Cable Advisory Committee Meeting

#### 1. Discontinuation of INET services

- (a) Reviewed the INET contract and noted that there is 24 months from the 8/14/19 contract to decommission INET
- (b) Confirmed with Sharon Perfetti that \$60k has been received and deposited in the IT Capital Projects account.
- (c) Attempting to arrange a call with Bill Solomon regarding: (i) INET discontinuance (ii) Verizon and Comcast revenue backup (iii) HD rollout.

#### 2. Updated Summary of Contract Revenues

- (a) The Verizon monthly gross revenue .5% item was related to Capital fees in addition to the \$19,000 annual.
- (b) The 5% caps on both contracts relate to quarterly PEG Access Support and Licensing Fees.
- (c) See attached

#### 3. Run rate on **Operational** Account #2009

- (a) Through 1/8/2020, two quarters of revenue holdback was \$13,692.21 (annualized projection is \$27,384.42). Teacher's portion of salary is approximately \$834.85 every two weeks. Based upon 21 pay periods (42 weeks), the total payment is \$17,531.85. The net remaining is \$27,384.42 - \$17,531.85 = **\$9,852.57** per year.

- (b) Based upon the review of the account #2009 balance from fiscal year 2014 to present, the account ran in a deficit from fiscal year 2014 to 2016.

Between 2017 to present at a slight surplus or break even position.

2014	(\$36,516.39)
2015	(\$7,114.91)
2016	(\$12,061.08)
2017	\$4,181.20
2018	\$70.89
2019	\$637.21
2020	\$7,031.41 YTD

- (c) After reviewing the above, it appears that the 5% holdback balance is viewed as insignificant and is not remitted to Harbor Media. Without proper backup, I cannot confirm or deny this assumption.

- (d) On an ongoing basis, I will reconcile both this account going forward to understand addition/subtractions going forward. Sharon Perfetti has agreed to send them to me. The changes in contracts and lack of back up make reconciling revenues challenging.

#### 4. Origin of large balance on **Operational** Account #2009

- (a) It appears that the balance from this account dates back to before fiscal year 2014. The balance as of 1/8/2020 was \$249,379.80 vs \$293,165.47 as of 6/30/2013.

- (b) **Recommended** that Committee discuss with Town regarding whether a portion of the large balance in account # 2009 be kept in account or transferred to General Funds.

- #### 5. Meeting with Mary Foley - March 11th - 10:30am at 35 Pond Park Road Hingham.
- Is anyone interested in attending? Discussion points relate to Budget, accounting overview, etc.