



TOWN OF BERKLEY

MEETING NOTICE

Received: 05/03/21 Time: 12:40pm
Posted: 05/03/21 Time: 12:40pm
D Pereira

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee _____

Date & Time of Meeting: May 5, 2021 – 7:00 PM _____

Location of Meeting: Electronic Zoom Meeting _____

(physical address including room # or name if applicable) <https://us02web.zoom.us/j/86952588863?pwd=NWg5b25zekJhQURiWk5JVTkyVEwwUT09>

Arlene Medeiros – May 3, 2021 _____
Clerk/Board Member posting notice & date

Cancelled or postponed to: _____

Clerk/Board Member cancelling/postponing meeting: _____

AGENDA / LIST OF TOPICS

ELECTRONIC ZOOM MEETING

<https://us02web.zoom.us/j/86952588863?pwd=NWg5b25zekJhQURiWk5JVTkyVEwwUT09>

1. Call to order.
2. Acceptance of prior meeting minutes – December 16, 2020, March 10, 2021, April 6, 2021 and April 13, 2021
 - a. Filing of meeting minutes with Town Clerk
3. Treasurer's report and signing of bills and payroll
4. Candidates Night reach out
5. Report from Heather:
 - a. status of Comcast negotiations
 - i. Attorney Solomon bill
 - b. town counsel approval for Cable TV User Agreement, Equipment Request and Program Proposal?

6. Cable Access Coordinator Report – Ed Dugan
 - a. Status of employees and schedules. Update on recording of town meetings. Report on trainings. End of requirement to wear rubber gloves.
 - b. Status of studio buildout - Unique Scientific - (Sony is predicting a mid-May delivery on camera back orders.)
 - c. Status on Town Election candidate broadcast.
 - d. Update on camera borrow - Paul Letendre, Steve Castellina
 - e. Moving forward w/ new COA director:
 - f. New Producers: Cherise Hoak and Paula Dugan.
 - g. Quotes:
 - i. Continuation of studio lighting. Table for lighting control board.
 - ii. Update on Young Electric installation. Doorbell.
 - iii. Tightrope software update status.
 - iv. Camera security system.
 - v. Adobe Creative Cloud purchase.
 - vi. “Green screen” continuation via floor tiles.
 - vii. “Prop” budget?
 - viii. Updates on other third party purchases (Storage, file transfer, Google drive?) Update on grants and third-party services.
 - h. Follow-up on meeting with David Gauthier of Mass Access
 - i. Coming ACM meeting (Virtual)
 - j. Receipts
 - k. Small pads to eliminate closing door noise spike in Hearing Room?
 - l. Notes and questions on Covid “Openings,” summer activities and projections.
 - m. Any unforeseen issues
7. Business not foreseen by the chair
8. Public input
9. Notice of next meeting date
10. Adjourn