



TOWN OF BERKLEY MEETING NOTICE

Received & Posted: 4/1/2021 Time: 1:05 PM

K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee _____

Date & Time of Meeting: April 6, 2021 – 6:00 PM _____

Location of Meeting: Electronic Zoom Meeting _____

(physical address including room # or name if applicable) _____ <https://us02web.zoom.us/j/88184481634>

Arlene Medeiros – April 1, 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/88184481634>

1. Call to order.
2. Acceptance of prior meeting minutes – December 16, 2020 and March 10, 2021
 - a. Filing of meeting minutes with Town Clerk
3. Treasurer's report and signing of bills and payroll
4. David Gauthier from Mass Access re: future sustainability of Public Access TV. Ability of local stations to contribute.
5. Report from Heather on status of Comcast negotiations
6. Upcoming election
7. Cable Access Coordinator Report – Ed Dugan
 - a. Status of employees and schedules. Update on recording of town meetings. Report on trainings. Operator entry into Town Hall.
 - b. Status of studio buildout - Unique Scientific
 - c. Quotes:

- i. Final quote on studio lighting.
 - ii. Tightrope software update (need PO)
 - iii. Camera security system.
 - iv. Adobe Creative Cloud purchase
 - v. Updates on other third party purchases (Storage, file transfer, Google drive?)
 - vi. Purchase of drone from non-profit (BIC)
 - d. Update on Young Electric installation.
 - e. Letter rewrite re: installations, handicapped parking
 - f. Receipts
 - g. Update on camera borrow - Paul Letendre, Steve Castellina
 - h. Quick mention of issues to be placed on next agenda - moving forward w/ new COA director; Cherise Hoak, policies; including decision to block exec session minutes from Planning Board recording.
 - i. Any unforeseen issues.
8. Business not foreseen by the chair
9. Public input
10. Notice of next meeting date
11. Adjourn