



TOWN OF BERKLEY

MEETING NOTICE

Received: 6/10/2021 Time: 10:15 AM
Posted: 6/10/2021 Time: 10:15 AM
K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee

Date & Time of Meeting: June 15, 2021 – 6:00 PM

Location of Meeting: Electronic Zoom Meeting
(physical address including

<https://us02web.zoom.us/j/84777158968?pwd=MWR3a1NGam9mWmxYM3cyZEIzMUY0dz09>

room # or name if applicable)

Arlene Medeiros – June 10, 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/84777158968?pwd=MWR3a1NGam9mWmxYM3cyZEIzMUY0dz09>

1. Call to order.
2. Acceptance of prior meeting minutes – December 16, 2020, April 13, 2021 and May 3, 2021
 - a. Filing of meeting minutes with Town Clerk
3. Treasurer's report and signing of bills and payroll
4. Report from Heather:
 - a. status of Comcast negotiations
 - b. Attorney Solomon bill
 - c. Status of Rt. 79 park
 - d. Status of request to Selectmen for additional key cards
5. Town counsel approval for Cable TV User Agreement, Equipment Request and Program Proposal – Update on camera borrows – Paul Letendre and Steve Castellina
6. Cable Access Coordinator Report – Ed Dugan
 - a. Finalization of studio buildout by Unique Scientific. Payment on invoice for same.
 - b. Status of lighting installations.
 - c. Status of electrical (doorbell).
 - d. Status of employees and schedules.

- e. Status of studio shows. COA, South Coast Matters Annex, Artist Showcase, Performer Showcase – any other new shows.
 - f. Purchase of basic furniture. lighting table. Floor light for studio (Jonathan)
 - g. Green screen” continuation via floor tiles.
 - h. Updates on other third party purchases
 - i. Tightrope software update status.
 - j. Camera security system. Requested deadline for installation date passed, return to J. Cody quote or other?
 - k. Status Adobe Creative Cloud purchase. Shared use.
 - l. Follow-up on meeting with David Gauthier of Mass Access
 - m. Small change receipts.
 - n. Notes and questions on Covid “Openings,” summer activities and projections.
 - o. Any unforeseen issues.
7. Any unforeseen business not foreseen by the chair
 8. Public input
 9. Notice of next meeting date
 10. Adjourn