



# TOWN OF BERKLEY

## MEETING NOTICE

Received: 10/2/19 Time: 7:40 PM

Posted: 10/2/19 Time: 7:40 PM

K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

**Name of Board or Committee:** Berkley Cable TV Advisory Committee

**Date & Time of Meeting:** Tuesday, October 8, 2019 – 6:30 PM

**Location of Meeting:** Cable Access Studio

(physical address including room # or name if applicable) 113 Padelford St. Rear (Unit 3), Berkley MA 02779

Arlene Medeiros October 3, 2019

**Clerk/Board Member posting notice & date**

Cancelled or postponed to: \_\_\_\_\_

Clerk/Board Member cancelling/postponing meeting: \_\_\_\_\_

### AGENDA / LIST OF TOPICS

1. 6:30 pm call to order.
2. Election of new chairman
3. Acceptance of prior meeting minutes
4. Treasurer's report and signing of bills and payroll
5. Purchase request – Zoom toogle switch for Sony Camera – Ed Dugan
6. Camera operators' meeting to review procedures
7. Reports from Heather Martin-Sterling:
  - a. additional research for security system
  - b. decision on whether Town Assessors' meetings are to be recorded
  - c. update on meeting with Attorney Solomon
8. Camera storage cabinet and file cabinets update
9. Annual Report update
10. Cable Access Coordinator job posting through October 24
11. Cable station insurance – update on inventory – Ed Dugan
12. Any business not foreseen by the chair
13. Public input
14. Notice of next meeting date
15. Adjourn