



TOWN OF BERKLEY

MEETING NOTICE

Received: 11/13/19 Time: 9:35 AM
Posted: 11/13/19 Time: 9:35 AM
K. Perkins
Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee: Cable TV Advisory Committee _____

Date & Time of Meeting: November 19, 2019 – 6:30 PM _____

Location of Meeting: Town Hall _____
(physical address including room # or name if applicable) One North Main Street _____

Arlene Medeiros – November 13, 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. Acceptance of prior meeting minutes – October 8 and October 25
3. Treasurer's report and signing of bills and payroll
4. Riley ethics completion
5. Camera Operators keys
6. New committee member request
7. Heather Martin-Sterling -additional research for security system
8. Cable Access Coordinator – Ed Dugan
 - a. Review of job description
 - b. Schedule
 - c. Report from Cable Access Coordinator
 - i. Communications with Marty Feldman and Attorney Solomon
 - ii. Purchase requests
 - iii. Cable station insurance -update on inventory
 - iv. Status of employees – training November 21
 - v. Status of equipment and update on new repair at Town Hall by ISG
 - vi. Cabinet in front hall and power to charge
 - vii. Business cards for Committee and Coordinator
 - viii. SBRSC taping review
 - ix. Job candidate's interviews
 - x. Projections, community enrichment, "wish list"
9. Any business not foreseen by the chair
10. Public input
11. Notice of next meeting date
12. Adjourn