



TOWN OF BERKLEY

MEETING NOTICE

Received: 11/12/2020 Time: 9:30 AM
Posted: 11/12/2020 Time: 9:30 AM
K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

Name of Board or Committee:

Cable TV Advisory Committee_____

Date & Time of Meeting:

November 17, 2020 – 6:00 PM_____

Location of Meeting:

Cable TV Advisory Studio_____

(physical address including
room # or name if applicable)

113 Padleford Street, Unit C_____

Arlene Medeiros – November 12, 2020_____

Clerk/Board Member posting notice & date

Cancelled or postponed to: _____

Clerk/Board Member cancelling/postponing meeting: _____

AGENDA / LIST OF TOPICS

1. Call to order.
2. Acceptance of prior meeting minutes – October 19, 2020
 - a. Filing of meeting minutes with Town Clerk
3. Treasurer's report and signing of bills and payroll
4. Policies and Procedures Update
5. Cable Access Coordinator Report – Ed Dugan
 - a. Status of employees and schedules. Additional payment to Wren for extended time? Progress on going live with some meetings. Number of control room operators VS how many key cards can be made for Town Hall.
 - b. Status of purchases.
 - c. Progress on new computers
 - d. Follow-up to Selectmen's request on going out live from COA room.
 - e. Progress on quotes for studio buildout. Question problems using more than one installer? Other upgrade quotes.
 - f. Follow-up on lock installation.
 - g. Status of security camera installation.
 - h. Communications with Atty. Solomon.
 - i. Status on Monthly Virtual/Training workshops (once per month?)
 - j. Safety video by Fire Dept.
 - k. Purchase receipts.

- l. Request from viewer for recordings of Town Meetings.
 - m. Ed – Projections one week next year for family medical.
 - n. Budget overview based on Comcast ascertainment.
 - o. (If there is enough time- other quotes, projections for future projects, tasks)
- 6. Business not foreseen by the chair
 - 7. Public input
 - 8. Notice of next meeting date
 - 9. Adjourn