



# TOWN OF BERKLEY

## MEETING NOTICE

Received: 8/25/22 Time: 12:50 PM  
Posted: 8/25/22 Time: 12:50 PM  
K. Perkins

Town Clerk

(PLEASE PRINT OR TYPE LEGIBLY)

**Name of Board or Committee:** Cable TV Advisory Committee\_\_\_\_\_

**Date & Time of Meeting:** August 30, 2022 – 5:30 PM\_\_\_\_\_

**Location of Meeting:** Community Access Studio, 113 Padelford St, Unit C\_\_\_\_  
(physical address including room # or name if applicable)  
And via **ZOOM**

<https://us02web.zoom.us/j/81251052436?pwd=NytLalB2a3h0V1lyZG1RRG1rS0hpdz09>

Arlene Medeiros – August 25, 2022\_\_\_\_\_

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

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

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

### AGENDA / LIST OF TOPICS

#### Review of matters, Votes may be taken

1. Call to order.
2. Acceptance of prior meeting minutes – July 19, 2022, July 26, 2022 and August 23, 2022
3. Treasurer's Report: Signing of bills
4. Studio Director position update
5. Coordinators Report:
  - a. Status of employees and schedules. Camera/control room coverage. Proposal for new hires.
  - b. Shows and producers. Notice to scroll and social media.
  - c. Progress report on extended file storage.
  - d. Alternate quote for studio set build help. Sample backdrop design. Use of currently owned wood flooring.
  - e. Report on Town Hall Control Room HVAC status.
  - f. Studio HVAC status.
  - g. Link to VOD on Town Hall website.
  - h. Purchases - Splitter cables or switchers, power conditioner, studio audience chairs, JBL speaker mounts, etc.
  - i. Observations on contract with Malloch and Town insurance.
  - j. Large storage rental.

- k. Hybrid meeting support proposal.
- l. Proposal for Monthly cleaning help.
- m. Drone education.
- n. Observations on contract with Comcast and posting limitations.
- o. Tape conversion.
- p. Any unforeseen items.

6. Public input

7. Notice of next meeting date

8. Adjourn