

Minutes – Berkley Cable TV Advisory Committee Meeting

October 18, 2022

Present: Kerrie Ann Auclair, Ed Dugan, Arlene Medeiros

Via Zoom: Valerie Murray

1. Call to order at 6:16 PM.
2. Prior meeting minutes approved:
 - a. August 31, 2022 - Motion made by Kerrie Ann, Seconded by Arlene
 - b. September 14, 2022 – Motion made by Kerrie Ann, Seconded by Arlene
 - c. September 20, 2022 – Motion made by Kerrie Ann, Seconded by Arlene
 - d. September 28, 2022 – Motion made by Kerrie Ann, Seconded by Arlene
3. Treasurer's Report – current balance \$222,585.63
4. Interview with Nathan Mackenzie – Dighton-Rehoboth student. Currently in video production program at his school. Would do own editing. Motion made by Kerrie Ann and seconded by Arlene to present him to Board of Selectmen as a part time camera operator. Motion carried.
5. Coordinators Report:
 - a. Update on employees and schedules; meeting coverage. Ed contacted School Superintendents office. He will check with teachers and if they have a candidate will let Ed know. Suggestion made to contact Bristol-Plymouth.
 - b. Shows and producers: Ed looking to run camera and do editing. Once Studio Director Ed not to be paid extra for recording these types of shows.
 - i. Jeanne Russo did show with Lucille Dailaire regarding SHINE and Medicare open enrollment.
 - ii. Bill Hoy – Poss and the Kids
 - iii. Elizabeth from the fire department
 - iv. Carol Buote - Library.
 - c. Report on attendance of “Mass Access Fall Meet and Greet” by Ed. – Ed to submit written report for next meeting.
 - d. Progress report on re-wiring studio and extended file storage. Wait for software update before install backup.
 - e. DIY background “flats.” – Ed wants to build with a helper. On hold for now.
 - f. Report on link to VOD on Town Hall website (Draft) – still in the works
 - g. Report on indoor storage shed - here, waiting to be put together.
 - h. Alternate quotes for Town Hall. Wiring to COA for live coverage and/or simple hybrid setup (actual plus Zoom). Possibility of funding from grant – still working on.
 - i. Status of monthly cleaning help. Invoice from same – Mary Trentini requesting every three weeks to better fit into her schedule. Committee proposed keeping at every fourth weeks or go to every six weeks.
 - j. Observations on contract with Comcast and posting limitations- tabled.

- k. Notes on conversation with Tightrope (Cablecast). BCATV phone App, web presence-tabled
 - l. Receipts. batteries. Purchases - Additional microphones, chairs, chairs for audience. Tablecloth. Power stapler/nailer. USB extension cables, purchased and additional - other purchased possible – Ed to get pricing.
 - m. Proposal for studio Open House – discuss at a later date.
 - n. Any unforeseen items.
- 6. Reviewed proposed contract for Studio Manager
 - 7. Public input
 - 8. Next meeting date – November 15 at 6PM
 - 9. Adjourned at 8:07 PM

Approved November 15, 2022