

Cable Advisory Committee Meeting Minutes

February 2, 2023, 2nd Floor Meeting Room, 1910 Building

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Present: Kevin Bowe, Kelly Scott, Adam Stone via Zoom, Angus Jennings

Meeting called to order at 6:10 p.m.

<p>1. Discussion on broadcasting from 2nd floor meeting room</p>	<p>Will the Commonwealth continue to allow hybrid meetings? Unknown. More citizen access is preferable Equipment needed: Owl is \$1,000 , Laptop or chromebook with general password access to run the zoom meetings, Monitor mounted to the wall</p> <p>\$5,000 is probably a high estimate If this room was set up to facilitate hybrid/remote meetings like downstairs, then we could encourage more meetings to be accessible to the community.</p> <p>Not a money issue, it's a Brian Richards time issue.</p> <p>2 other things to consider, the big table downstairs will be moving upstairs. That will make this room more like a hearing room. We have talked about this room being a natural place for the Planning board meetings. They have continued to be fully virtual. The majority of the board votes to remain virtual only. If we made an investment for the planning board room, then only the Planning board benefits. If we upgrade the 2nd floor hearing room, then the Planning board could meet there and other board and committee meetings could be held there too.</p> <p>Let's take the time to price out exactly what we need.</p> <p>The intent is to encourage more public participation in Board/committee meetings. If you build it, then it would be available</p> <p>When we meet again, Adam will present a proposal for this upgrade.</p>
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2. Server Room Upgrades	Tabled for more information to be brought regarding specific needs and potential expenses. Need for bids/proposals, the current proposal is above the threshold. They are a pre-qualified vendor, we should have the proposal written for what is essential vs. what is extra.
3. Procedure on Requesting PEG Funds	Motion to accept the Procedure as proposed No Discussion Vote to approve 2-0
4. Website Updating	Kelly will take on the role of updating the Committee Webpage on the Town website Motion to appoint Kelly as website updating point person Vote 2-0 Training on this may be a few weeks in the future.
5. Reorganization of the CAC	Should we look to add more people to the committee? Someone from the school system? Come up with a charge to present to Select Board? Tabled
6. Discussion of Future agenda Items	Request of Mission/Charges from Select Board Policy on what types of invoices need to be approved by the committee and designate a person to approve routine expenses. Assisting in the negotiations with the 2 cable licensees? Verizon has already started the process Server upgrade proposals
7. Next Meeting	Proposed next meeting Date 3/2/2023 6 pm 2nd floor hearing room of 1910 Building
8. Adjournment	7:56 pm