

Approved: 11/18/2021

Topsfield Cable TV Advisory Committee
Virtual Meeting Minutes
Date 10/28/2021
Time 7:30 PM

Committee members participating were: Chair Bill Whiting, Member Marshall Hook and Member Rafael McDonald. Kevin Harutunian, Town Administrator.

Call to order:

Chair Whiting called the meeting to order at 7:40 PM

Approval of Meeting Minutes:

Member McDonald made a motion to accept the Minutes of 9/16/21 as written, seconded by Member Hook. The motion carried by roll call vote.

Chair Whiting	Yes
Member Hook	Yes
Member McDonald	Yes

Former Business:

The topic of “Video return lines” in the approved Comcast license remains open. A decision is required whether we leave the license as is (i.e. we keep the old I-Net and Comcast continues to pay for its maintenance) or we remove this requirement and Comcast pays the Town \$5,000 and reduces the customers’ FRC billing by \$0.15 a month. Apparently, we have an unspecified period of time to make this change.

The topic of a “Senior citizen discount” that is contained in a Slide Letter rather than included in the license, needs implementation issues to be resolved. Apparently, we have an unspecified period of time to make this change.

New Business:

Negotiations with Verizon have begun with a 10/27 Zoom meeting with the Committee, Bill Hewig and Verizon. The License expiration date is 12/3/21.

Adjourn:

At 8:30 Member Hook made a motion to adjourn, seconded by Member MacDonald. The motion carried by roll call vote.

Chair Whiting	Yes
Member Hook	Yes
Member McDonald	Yes

Documents:

1. Agenda