

Topsfield Cable TV Advisory Committee
Virtual Meeting Minutes
Date 11/18/2021
Time 7:30 PM

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

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 10/28/21 as written, seconded by Member Hook. The motion carried by roll call vote.

Chair Whiting	Yes
Member Hook	Yes
Member McDonald	Yes

Former Business:

- Open issue: “Video return lines”. Apparently, we have the option to change the section of the Comcast license dealing with “video return lines” that would remove Comcast from the burden of supporting the prior I-Net. If this change were made, the Town would receive \$5,000 and the monthly FRC charge for capital on subscribers’ bills would be decreased by \$.015 per month for the next 10 years. Apparently, there is no time limit on this option.
- Open issue: Senior Citizen discount. This provision is in a Side Letter rather than in the contract. Details of this discount may be revised. Apparently, there is no time limit on this option.
- The Town website is being revised. The Cable Advisory Committee hopes that changes will be made to make the site more conducive to cable TV needs. Two Cable-related FAQs need to be updated.

New Business:

- No information has been received concerning the Verizon draft license. The expiration date is 12/3. Based on final negotiations with Comcast, it is difficult to see how the date of 12/3 for an approved license will be possible.
- Once the Verizon license is approved, the Cable Advisory Committee will disband.

Adjourn:

At 7:50 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