



RECEIVED

By Topsfield Town Clerk at 1:06 pm, Apr 19, 2022

TOWN OF TOPSFIELD CABLE TV ADVISORY COMMITTEE

NOTICE AND AGENDA

DATE 4-27-2022

TIME 7:30 PM

Pursuant to Chapter 20 of the Acts of 2021, this meeting will be conducted via remote means. Members of the public who wish to watch or listen to the meeting may do so in the following manner: Video conference (see log-in information below.) No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Topsfield website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

To Join Meeting:

<https://us02web.zoom.us/j/82035462437?pwd=UUxSODFPaVFHZmw0TXhKNTk3cHJmUT09>

Meeting ID: 820 3546 2437 Passcode: 670348 Phone# 1 929 205 6099

I. Call to Order 7:30 P.M.

This will be the last meeting of the Cable TV Advisory Committee which was formed on September 9, 2019 "To assist the Town in the re-licensing of Verizon and Comcast franchise agreements. The Committee will be dissolved upon completion of the franchise renewal process."

The Comcast Cable TV License was approved by the Select Board on September 1, 2021 and the Verizon License was approved on 4/4/2022.

II. Approve Minutes of 12/16. (No meetings were held in January, February or March while the Verizon contract was being negotiated, due to the lack of information available from Verizon.)

III. Old Business:

- Review a Comparison of the Comcast and the Verizon approved Licenses.
- Review a Revenue Report of funds received from the 2 companies from 2018 to 2021 (actual) with a projection to the year 2027.

IV. New Business:

- Discuss what needs to be edited on the Town website, now that the Cable TV Advisory Committee has been dissolved.
- Discuss Implementation Issues.
 - o The introduction of second high- definition video channels.
 - o The introduction of a Comcast Senior Citizen Discount.
 - o The installation of prior purchased video cameras in the 2nd floor auditorium.
 - o The purchase of audio / video equipment for the 2nd floor auditorium (from available funds?)
- Discuss the need to update the Town website relating to Local Access Cable TV. These changes would correct outdated information and begin to address the issues that were found from the Public Opinion Survey, relating to low awareness and limited use of local access programming.
-

V. Correspondences and Materials:

The listings of topics are those reasonably anticipated by the Chair that may be discussed at the meeting. Discussion on topics is at the discretion of the Chair. Discussion during meetings should always be courteous and respectful. You must be recognized by the Chair before any comments, questions or discussion may be offered or considered.