

**Belmont Cable Television Advisory Committee (CTAC)
Meeting Minutes**

2015 DEC 10 AM 10:32

Date: November 12, 2015
Location: Town Hall, Conference Room 1
Attendees:
Committee: Jonathan Green, Committee Member, Acting Secretary
Mark Carthy, Committee Member, Chairman
Chet Messer, Committee Member (non-voting)
Others: Phyllis Marshall, Assistant Town Administrator
Peter Epstein, Epstein & August
Jeff Hansell, Executive Director Belmont Media Center

Meeting called to order at 4:01 pm.

Minutes from November 9th 2015 meeting were reviewed and approved. Minutes will be posted on the Town website.

Peter Epstein reviewed the Verizon franchise renewal process and discussed the anticipated timeline. Peter will prepare a draft RFP (Request for Proposal) that will be reviewed by CTAC at its December 9th 2015 meeting. After review and agreement by CTAC, a draft RFP will be presented to the Board of Selectmen.

The Committee discussed issues of concern that surfaced at the recent public hearing and proposed terms for the draft RFP. Included in this discussion were the topics of complimentary cable drops to public buildings and customer service issues, among others.

Meeting adjourned at 4:49 pm.