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

Date: June 12, 2014, 3 pm  
Location: Town Hall, Conference Room 1  
Attendees:  
Committee: Jonathan Green, Committee Member, Chairman  
Myron Kassaraba, Committee Member, Secretary  
Mark Carthy, Committee Member - ABSENT  
Others: Jeff Hansell, Executive Director, Belmont Media Center  
Peter J. Epstein, Counselor at Law, Epstein + August  
Phyllis Marshall, Assistant Town Administrator  
Chet Messer, Vice-Chairman, Belmont Media Center  
Joined by: Frank Foss, Sr. Manager Government & Community Relations, Comcast

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Meeting called to order at 3:00 pm

Minutes from May 27<sup>th</sup> meeting reviewed and approved. Minutes will be posted on the Town website.

Committee Members, Town and BMC representatives and Counsel reviewed materials to discuss with Comcast representative. It was agreed to use the Outstanding Material Issues document that had been prepared by Peter Epstein for our discussion with Frank Foss. That document had been shared with Comcast prior to the meeting.

BMC provided an update on the Buske Group's progress – that a DRAFT of the interim report had been provided and shared but needed review prior to submission to the public record and subsequently to Comcast.

Meeting was joined by Frank Foss of Comcast.

The franchise renewal process and timeline were discussed. Frank was in agreement to use the Outstanding Material Issues document at the framework for our discussion. We reviewed and discussed the key "material issues" including but not limited to the term, level playing field, HD, EPG, franchise fees, capital, etc.

It did come to light that apparently the BMC's report - that included their 10 year request for equipment needs – that was provided to the Committee and the stenographer at the Public Hearing had not made it into the public record. It was agreed that the CTAC would provide that report to Comcast for review prior to our next meeting.

There was a good exchange of each side's perspectives on the key issues and it was agreed that both parties needed to consider what was exchanged and that we wanted to hold a next meeting in a timely manner before we got too far into summer.

Next meeting scheduled for 2:00 pm on Tuesday, June 24<sup>th</sup>, 2014. Belmont Town Hall.

Meeting Adjourned approximately 5:15 pm