

Belmont Cable Access Committee (CAC)
Minutes of Meeting, 8 pm, September 21, 2004
BCTV Studio, BHS, Belmont, Mass.

Present: John Verrilli (Chair), Jeffrey Bairstow, Joseph Tovares, Pamela Curtis, Edward Yee.

Call to Order: The meeting was called to order by the Chair at 7:45 pm.

Committee List: A current committee list (attached) was circulated. The Chair noted that Ed Yee has been proposed for the Committee and is expected to be confirmed at the next Selectman's Meeting (9/27).

Review of Minutes: The minutes of the meeting of 4/27/04 were accepted as written. The notes of the informal meetings (no quorum present) of 5/25/04, 7/20/04, and 8/24/04 were also accepted.

Issues arising from Minutes: John Verrilli reported that the status of the remaining funds from Comcast (\$10,000 annually) to the Board of Selectmen is unclear with the ending of the license in October. JV will investigate the balance of this account.

Studio Operations: No-one was present from Comcast to review operations. Jeff Bairstow and Ed Yee, recent students of the BCTC Production Course, reported on difficulties contacting the studio staff and arranging event coverage as part of the course. No lists of volunteers are available and crew calls are not issued for upcoming shows. The telephone answering machine is not updated. JV to follow up.

Review of Political Guidelines: After considerable discussion, it was agreed to retain the existing guidelines as described by the AT&T Broadband letter of February 8, 2001 (attached) and the BCTV 1995 Policy for Political Messages (attached).

Status of Cable License and Media Center Task Force: John Verrilli reported that the MCTF is planning a public meeting on October 28 to bring town officials and cable viewers up to date on BCTV activities and plans when the studio is handed over to the town.

Access Channels: John Verrilli reported that the current Comcast agreement provides for up to five access channels and additional channels may be provided if the existing channels are in use for four of five weekdays with more than five consecutive hours on those days. BCTV does not meet this requirement.

Program Development: Jeff Bairstow and Joe Tovares agreed to form an informal subcommittee on program development and to report back at the next meeting.

Next Meeting: The next meeting will be on Tuesday October 19 at the BCTV Studio.

Adjournment: The meeting was adjourned at 9:10 pm.

Respectfully submitted

Jeffrey Bairstow