



CABLE ADVISORY COMMITTEE (CAC)

Meeting Minutes
OCTOBER 29, 2020
6:30 PM

THIS WAS A REMOTE ZOOM MEETING

Present Lori Cooney, Terence Lobo, Richard Logan, Jim Luciani, Christine Simone, Oleg Volinsky

Absent: John Covert

Non Members Present: Jon Benson, Matt Frost, Mark Hald

1. Opening

Chair Volinsky opened the meeting at 6:32 PM.

2. Regular Business

A. Citizen Concerns

None

B. Review and approval of minutes from previous meetings -

April 30, 2020 minutes approved as published. Mr Volinsky moved to approve and Mr. Logan seconded.

May 14, 2020 minutes approved as published. Ms. Simone moved to approve and Mr Volinsky seconded.

C. Open Register Items Review

1. In the August 2020 meeting the committee noted that when Acton TV cannot play a live committee meeting, they replay previously held committee meeting at the same time. During the replay there is no indication that this meeting was held at the previous date which could confuse town's citizens. Ms. Cooney has prepared a letter to be sent to Acton TV which Mr. Volinsky has forwarded to Acton TV. The item is now closed.
2. George Caplan emails. response by is still outstanding. Ms. Simone has written up a response to Mr. Caplan which will be forwarded by Mr. Volinsky.



D. Other Activities

1. Mr. Frost from Acton IT informed Committee of I-Net negotiations with Comcast and usage of I-Net for data purposes by the town of Acton and the schools in Acton. Also discussed the maintenance of the I-Net going forward and including SLAs for outages.
2. Committee reviewed Comcast license draft updates made by Town Attorney for Cable Affairs and suggested a few changes and additions.
3. Mr. Volinsky to send the Comcast license draft and I-Net agreement to Town Attorney with Committee suggestions.
4. CAC to schedule a meeting with Comcast representative in December to discuss I-Net agreement and license

3. Adjournment

At 8.35 PM, it was moved by Ms. Simone and seconded by Mr. Lobo to adjourn the meeting. The motion was approved unanimously.

Documents and Exhibits Used During this Meeting

- Draft of Comcast Cable License Agreement
- Draft of Comcast I-Net Agreement



List of Open Action Items

Action Item Title	Action Item Description	Current Status	Assigned Member
Add new members to the committee	Need to reach out to VCC to request adding new members to the committee	Mr. Volinsky reached out to VCC regarding posting for another member. Need to follow up with VCC to focus the search for an associate member.	Mr. Volinsky
Respond to Citizen Concern (Mr Caplan)	Need to respond to Mr. Caplan email about customer service issues with Verizon	Ms. Simone will write up a response to Mr. Caplan.	Ms. Simone