

CAC Meeting 05/18/17

Call to order: 7:40pm

Meeting attendees:

Terence Lobo

Oleg Volinsky

Steve Davidson

Richard Logan

John Covert

- No citizen concerns were raised
- Terence Lobo to follow up with Mr. Hertz asking him to record next selectman meeting to demonstrate to ActonTV any issues with broadcast that he observed.
- CAC meeting minutes from April 20th 2017 meeting were reviewed and approved as presented.
- CAC meeting minutes from January 19th, 2017 meeting were reviewed and approved as corrected.
- CAC meeting minutes from February 28th, 2017 meeting were reviewed and approved as corrected.
- There are two action items outstanding from the January CAC meeting and should be moved forward.
 - o Action point 1 for Comcast : Action for Comcast to provide info about the provider of the channel guide to Comcast
 - o Action point 2 for Comcast: How would Comcast to propose to take digital signal from ActonTV
- Additionally, the diagram that Marc Duci shared at the January 2017 CAC meeting should be attached to the January 2017 meeting.
- Need to check if January 2016 minutes have been previously approved. Minutes at the Acton town website start from April 2016. The committee needs to track down, review and approve outstanding minutes at the next meeting.
- Committee Charter:
 - o The committee charter has not been located so far.
 - o Steve will follow up with the Town clerk and selectmen regarding to the committee charter.
- Survey:
 - o A list of publicity methods needs to be generated.
 - o Steve is evaluating possible analytics tools to process the survey results
 - o We need a survey method to make sure we do not get multiple entries.
- Richard and Steve must be re-appointed in June 2017.
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Adjourned: 8:37pm