

CABLE ADVISORY COMMITTEE CHARGE

Pursuant to the powers granted to under Massachusetts General Law, c 166A, the Board of Selectmen shall appoint a Cable Advisory Committee (CAC).

ROLE OF THE COMMITTEE:

The CAC shall represent the Board of Selectmen, subject to the Board's ultimate authority as "Issuing Authority" as set forth in G.L. c. 166A, in all aspects of cable television licensing including:

- 1) negotiating renewal licenses or original licenses;
- 2) conducting "ascertainment" proceedings needed to support renewal license negotiations
- 3) advising the Board of Selectmen (as issuing authority) in relationship to any application for license transfer, merger, or assignment;
- 4) monitoring compliance with any license or renewal conditions, including conducting compliance hearings or meetings;
- 5) representing issuing authority with respect to any license issue before the public (e.g., receiving and processing complaints and advising the Board with respect to enforcement options); and
- 6) serving as custodian of all reports and records made under the terms of any cable television license or as directed by the Board of Selectmen.

COMPOSITION

The CAC shall consist of as many as five (5) members, all of whom shall be appointed by the Board of Selectmen. Committee members shall serve three (3) year terms, provided, however, that initial appointments will be staggered with two members serving for three years, two members serving for two years, and one member for a one year term. The Committee shall self-elect its Chair. Members need not be residents of the Town of Lincoln.

The Board may request that the Town Administrator, or his designee, and/or special legal counsel support the Committee in its work.

OPEN MEETING LAW & PUBLIC RECORDS LAW

The CAC is a "public body" as defined in the Open Meeting Law. As such, the Committee shall comply with all of the requirements of the OLM, including providing notice of meetings, conducting open/public discussion—except as is permitted under the limited exceptions, and keeping minutes. The Committee shall make any and all documents available to the public, as prescribed by the Public Records Law.