

CAC Meeting Minutes
Thursday August 13, 2026
On Zoom

Roll call:

- Meeting was called to order at 6:00 pm.
- CAC members present: Steve Archambault, Karin Menard, Tom Bodkin, Brian Vienneau
Not present: Brian Lehtenin
- Cable Access Manager Jo Toale was also in attendance

Public Comments:

- None

Committee Comments:

- None

Communications:

- K. Menard received an email from from the Town Hall about legal representation

Minutes:-

- Motion to accept 7/23 minutes (1st S. Archambault, 2nd K. Menard) passed

Cable Advisory Legal Representative Update

- Town Hall states we should get an answer on legal representation shortly

Review and Discuss Cable License Renewal Procedures

- We reviewed the process and duties we needed to perform to complete the process, we decided to split the responsibilities up as followed:
 - B. Vienneau will conduct a tour of the operating facilities
 - K. Menard and S. Archambault will continue to review the surrounding towns' licence agreements with Comcast, K. Menard recommended ensuring we select towns that are a similar size to Lunenburg itself
 - T. Bodkin will reach out to the school system and see what their needs are
 - S. Archambault will check with the Library and Town Teen Center
 - K. Menard will do the same for the town's departments
 - S. Archambault will check for a map of the town's current service area
 - We will check if B. Lehtenin can review the town's relevant financial documents
- After we complete these steps we can start putting together a survey

Discussion of Future Meeting:

It was decided that we will meet on a Tuesday in October, the exact date is TBA

Adjournment:

- Meeting adjourned at 6:38 pm

- (K. Menard, 2nd B. Vienneau) - Passed)