Paxton Cable Committee Meeting Minutes – November 8, 2013

Attendees:

Members: Ray Charette, Nick Powlovich, Carol Riches, Scott Wilson

Agenda:

1. Meeting Minutes from August meeting were up for a vote.

2) Inspection of the Selectman’s table cover and background.

3) Vote on purchase of new equipment for cable studio

4) Update on programs + Intern

5) Station Manager Position

6) New business

Meeting opened at approximately 1:38PM at the White Building.

1. Meeting Minutes from August 16th meeting were voted on.

Carol motioned to accept the meeting notes and Ray 2nd. The meeting notes were voted on and approved.

Discussion on whether Carol and Nick contacted the respected Charter contacts. Carol completed her To Do and Nick’s contacted changed to Danielle Delucia: 508-667-8758 (c).

TO DO: Nick will contact Danielle Tuesday and report to the committee.

1. Inspection of the Selectman’s table cover and background.

The table cover and background look good. Ray noticed that the background has a bend in the middle and will ask Gerry to resolve.

3)  Vote on purchase of new equipment for cable studio

Discussion on the attached documents from *Unique* Media Systems:

Scope of Services, and Meeting Room System and Playback Upgrade.

The total cost of designing building and upgrading is approximately $57,332 in Hardware and $8600 in Services. Total $65932.

Discussion commenced on the need for outfitting a second room in the White Building for production and the need for extra cameras, tripods and HDTVs. Also discussed was the need for ‘live’ filming of meetings. The vote was tabled for additional information.

TO DO: Nick will ask Danielle Tuesday on what she recommends and what other Local Public Access Cable towns are using for equipment.

TO DO: Ray will ask Mike at *Unique* Media Systems for a more concise breakdown of the equipment and labor costs as well as the scope of the project.

1. Update on programs + Intern

Discussion on Danielle’s projects. The Committee has paid her $525 for the following projects that were aired on WPAX TV12:

Garden Party, Beatles For Sale, Moore State Park, Young at heart Concert edit, The Hills at Paxton Village Celebration of Construction, The Hills Information Session and the Paxton Library Halloween Party.

The Committee request that Danielle complete her ongoing projects:

Chris DeMarken’s Talk, Paxton Highway Department and ~~Meir~~ Muir Woods.

TO DO: Carol to set up an introduction for Danielle to video of the

Electric Department.

It was noted that viewers are watching and there have been

complements on the additional programming being presented.

However, more content in required. The Committee will ask Danielle to

Find public domain videos online and possibly contact other Local

Public Access towns for content.

1. Station Manager Position (see attachment)

Discussion on a 10-15 hour a week Station Manager position.

Tabled

6) New Business

Ray requested an accounting of all payments for 2013 and to be

broken down into categories like hardware, supplies, what monthly

payments are going to and being used for, etc.

TO DO: Carol to ask Donna ~~Parcells~~ Couture, Town Accountant to print out a monthly report. And since this request is above and beyond Donna’s duties ask what the cost will be for ~~sting~~ setting up the report.

Meeting adjourned at 3:31PM.

Respectively,

Nick Powlovich