

DRAFT MINUTES

CATV Advisory Committee Minutes

October 6, 2011

Place: Wheelwright Room, Town Offices

Time: 5:30 p.m.

Present: Matt Quandt, Candance Hoene, Nancy Belanger, Anne Surman, Gerry Hamel.

Staff: Russ Dean, Andy Swanson, Kyrra Robichaux, Doug York.

Others: Frank Ferraro (alt BOS rep) and Don Clement.

Absent: Hope Godino

Selectman Quandt called the meeting to order. The August 11th minutes were reviewed. Nancy Belanger moved to accept, seconded by Anne Surman. Motion carried.

The minutes of August 17th were reviewed. Nancy moved to accept, but it was noted not enough people were present to approve. Therefore the minutes will be held until Hope can attend.

Selectman Quandt introduced Doug York, who is the new E channel coordinator. Doug is also going to be working with the P channel 10 hours per week per the agreement with the SAU. Mr. York talked about his enthusiasm for the channel, there is a resource available and he has already talked with many interested people about how to utilize it. Mr. Dean asked the committee if they had questions for Mr. York. Gerry Hamel asked about interest in P, has there been programming submitted. Mr. York indicated he has had community people interested in the channel but they need to learn the equipment and how to use the studio first. His job is to make it easy, once people are accustomed to it, they will enjoy it and use it.

Andy Swanson gave updates on the government channel. More committee meetings are being broadcast with the cutover to exclusively government programming. There is a new tightrope server which will be installed soon and the bulletin board will be improved.

Frank Ferraro asked about advertising on the website programming for the government channel. There is nothing on the deliberative session. Andy replied that it is special programming, there is a grid on the website which outlines government meetings but not meetings that are infrequent or don't happen on a regular basis. Frank asked Andy if he could get the deliberative session program air times on channel 22. Andy replied he would do a slide for this. He will also put it on the website.

The Town Manager reviewed the budget for EXTV. The budget will be very tight to the end of the year as basically everything has been spent. Next year is really the focus at this point. Mr. Ferraro added that for 2012 we could eliminate the internet services cost by having the P website be linked to the Town website.

The revised JBC proposal was discussed. The Town Manager reworked the proposal with JBC based on committee input from the last session. Mr. Ferraro again expressed his concerns with the revised draft proposal: cost, programming, training, wording on the JBC draft contract, basically all phases. The Town Manager indicated JBC's role will need to be fleshed out more for 2012 and Mr. York can be involved in that process. Channel 98 needs a coordinated effort between a company like JBC and

Mr. York “on the ground” to be successful. Keep in mind Mr. York can only provide 10 hours per week to the public access efforts, he would not have the time to do everything in the JBC proposal. A training video shot by Dan Hoene was mentioned as perhaps a replacement for JBC shooting a “how to use the studio video.” The Town Manager indicated he did not think it was high level broadcast quality in other words a finished package, but he would check it with Andy Swanson and share with Doug York for his comments.

Gerry Hamel expressed broad concerns over the JBC proposal. Why spend this much money.

Mr. York again expressed his goal, to get the committee excited about the process, get people engaged so that tight production packages can be the result. Mr. York then departed to help oversee the Exeter-Pinkerton football broadcast.

Ms. Surman asked about whether the committee had input on Mr. York’s hiring. The Town Manager said no, that Mr. York is a co-op employee and we are purchasing 10 hours per week from the co-op for access. He did have a chance to meet Mr. York prior to his hiring. After several questions Mr. Dean clarified the relationship further: Mr. York is a co-op employee, the SAU is billing the Town in a gross manner for his services, and no payroll, benefit or tax obligations are being taken on by the Town. If the 10 hours doesn’t work, the Town could opt out in the future.

The next meeting will be November 17th at 5:30 p.m..

Nancy Belanger moved to adjourn seconded by Candance Hoene. The committee stood adjourned at 6:25 p.m.

Respectfully submitted,

Russell Dean
Town Manager