

Minutes: Groton Cable Advisory Committee's Meeting Saturday June 28 2014, 9:30am Groton Dunstable Regional High School – Recorded by Gina Marini

Cable Committee Advisors Attended: Chairman Melpignano, Jane Bouvier, Neil Colicchio, Dorothy Davis, and Janet Sheffield

Groton Cable Employees: Program Director Bob Colman and Reporter/Production Assistant Gina Marini

Meeting called to order at 9:54am

Janet Sheffield made a motion to approve the Minutes from February 8 2014, and March 8, 2014 as amended. Seconded by Jane Bouvier, the motion passed with four in favor and Neil Colicchio abstained.

Interns for the Summer: There are five applicants for the Summer intern:

Connor Sebastian

Mike Allen

Elysa Briggs (Wants to do a documentary on people's memories of Groton)

Josh Weilbrenner

Michael Birmingham

There is no compelling reason not to take all five interns. Janet Sheffield made a motion to accept all five-intern applicants. Seconded by Jane Bouvier the motion passed with a unanimous vote. There was no further discussion.

Charter License: The town of Groton is scheduled to sign Charter's license agreement Monday June 30th but because of a omission in the license, the cable committee is postponing the signing.

Action Item→ Chairman Melpignano is going to contact Town Manager Mark Haddad to postpone the signing of the license until it is written in the license that the station is going to be granted 3 origination places that were agreed upon by Charter and the Cable Advisory Committee. These origination places are:

-Public Safety Building

- Legion Hall (Paid for by Cable Committee)

- Country Club

Neil made a motion to postpone the signing of Charter's license until the Cable Advisory Committee is given the three points of access: Public Safety Building, Country Club and Legion Hall, which were agreed upon between Charter and the Cable Advisory Committee. Seconded by Janet Sheffield, the motion passed with a unanimous vote.

Letter to Board of Selectmen: Bob Colman is sending a letter to the Board of Selectmen as well as the Planning Board to provide tips about being on camera.

Dorothy Davis made a motion to send the letter to The Board of Selectmen with changes about the word Advisory. Seconded by Janet the motion passed with a unanimous vote.

Further discussion about sending the letter to the individual selectmen.

Action Item→ Bob Colman is sending the letter to Town Manager Mark Haddad and is requesting to be part of an agenda on a meeting (date not set yet).

GrotonFest: Chairman Melpignano brought forth an idea for the Groton Channel's Booth at GrotonFest. Attending Shirley's town day, he saw a local vendor using a dunking booth and that booth seemed to generate a lot of action. Thought it might be a good idea for The Groton Channel to have to generate a lot of action at the Booth. Because of liability, some Cable Committee Advisors were opposed. Further discussion continued about possibly making a spinning wheel to get folks to the booth, they could win prizes.

Action Item→ Bob Colman is going to make a Wheel for the Groton Channel's booth at GrotonFest.

Dorothy Davis made a motion to use \$60.00 for a booth for The Groton Channel at GrotonFest. Seconded by Janet Sheffield, the motion passed with 4 and Jane abstained.

ACM Conference: The Alliance of Cable Members is happening in August 6-August 8th and Bob Colman would like to attend. Some workshops at the conference discuss stations making the transition from Standard Definition to High Definition and this would be beneficial.

Janet Sheffield made a motion to send Bob Colman to the ACM Conference in Philadelphia for August 6-8 for no more than the sum of \$1,100.00. Seconded by Neil, the motion passed with a unanimous vote.

ACM Membership needs to be renewed. Dorothy Davis made a motion for the ACM membership to be renewed at no more than the sum of \$400.00. Seconded by Jane the motion passed with a unanimous vote.

Dorothy Davis is retiring: There was discussion on who to replace Dorothy Davis, a dedicated member to the Groton Cable Advisory Committee for the past 31 years. Bob Colman explained that a gentleman who volunteers for "The Senior Center Spotlight" showed interest.

Action Item→ Bob Colman is going to invite Robert Piché to the next Cable Advisory Committee meeting which is tentatively set for August 2nd.

Purchase Requests:

Monitor for BOS \$1400.00
BOS Mics 6x\$200.00 \$1200.00

Dorothy Davis made a motion to upgrade the Selectmen's broadcast equipment for no more than the sum of \$2,600.00. Seconded by Neil, the motion passed with a unanimous vote.

Digital Juice \$370 (includes 1 year subscription)

Neil Colicchio made a motion to approve \$370.00 for a one-year subscription to Digital Juice. Seconded by Jane Bouvier, the motion passed with a unanimous vote.

Studio Upgrade: There was discussion about which set to get or use for the studio upgrade. Bob Colman brought out his the packages he assembled for a new studio setup.

Janet Sheffield made a motion to send out the equipment package Bob Colman has compiled to bid. Seconded by Neil Colicchio, passed with a unanimous vote.

OTHER: The Volunteer appreciation party is tentatively set for late summer early fall(September). Combined with the volunteer appreciation party is going to be a movie festival featuring short films of past students' work as well as independent filmmakers. There is also going to be an art gallery set in the high school's cafeteria featuring a local artist. Jane Bouvier is in charge of the movie festival as well as the gallery.

Jane made a motion to adjourn the meeting, seconded by Neil the meeting concluded at 12:30pm. The next meeting is tentatively set for August second.