

## Groton Cable Advisory Committee

**Meeting Minutes for: 11/10/16**

**TV Studio Groton-Dunstable Regional High School**

**In Attendance:**

**Cable Committee Members:** Janet Sheffield, Robert Piche, Dave Melpignano, and Jane Bouvier.

**Others:** Program Director, Bob Colman

**Called to Order At:** 5:50 PM

**Bills:** Committee Members reviewed and signed the bills for the month.

**Meeting Minutes:** Robert moved to approve the Minutes for 9/29/16 Dave seconded. It passed unanimously.

**General Update:**

- Mimi Matisse is working on a documentary with us.
- A new volunteer is working with us and Loaves and Fishes.
- We had no sign ups for our latest workshops.
- All items for which we encumbered funds have been purchased.
- The budget draft is due 11/21

**Discussion Item:** Open House: Attendance of the open house was not what we'd hoped, but clearly we got a lot of people remembering or thinking of the Groton Channel through our efforts. We will try to improve upon it the next time we hold one.

**Discussion Item:** Intergovernmental Charges. The Town has adopted a policy of charging Enterprise Funds for shared employees relative to their budget. The cost to the Cable Access fund is approximately \$2,500 for FY 18. As this changes the relationship somewhat, it became necessary to charge the Town for continued services on behalf of the ratepayers. Because many of those services (for example, Selectmen's coverage) would fall under our goals anyway, it was felt merely \$750 would cover additional costs for FY 18 to continue to operate as we currently do.

**Vote:** Dave moved that we accept the shared employee costs (according by the formula presented) of approximately \$2,500, and that Cable Access charge the Town \$750 to continue to offer services at our current level for FY18. Jane seconded. It passed unanimously.

**Discussion Item:** Program Director Evaluation. Program Director Bob Colman left the room for this discussion. The Committee reviewed the evaluation and felt overall performance fell between "Meets" and "Exceeds" expectations and recommended a 1.5 merit increase.

Meeting adjourned at 7:50 pm.