

Groton Cable Advisory Committee

Meeting Minutes for: 9/23/21

In Attendance:

Cable Committee Members: Robert Piché, John Macleod, Eric Fischer, Neil Colicchio, Janet Sheffield

Other: Cable Consultant - Bob Colman

Called to Order At: 6:11 PM

Meeting Minutes: Eric moved to approve the minutes of 7/15/21. John seconded. The vote was 3-0 with Janet abstaining.

General Updates:

- We hired a new part-time Production Assistant to be appointed on September 27th, 2021 and who will start on September 28th, 2021.
- School Committee meetings have moved from the High School Library to the Middle School Performing Arts Center.
 - During a meeting with the Superintendent of Schools, \$5000 was approved to cover the cost of equipment associated with the new setup. This is to be funded by the School District.
- We are continuing to make progress cleaning out and reorganizing the studio
- We have purchased and installed a new battery backup system for the server and cleared out excess and outdated equipment from the rack in the process.
- We have purchased a new water cooler.

Purchase Request: Chairs

A budget of up to \$1200 was requested for the replacement of broken chairs. The Committee agreed that the budget should be increased and the total budget request was amended to be no more than \$2000. John agreed to help research options.

VOTE

Janet moved to approve the request for a budget not to exceed \$2000 for the purchase of new chairs. Eric seconded. It passed unanimously.

Purchase Request: KVM Switch

A new KVM switch is needed for the server room to allow for better control of the multiple computers used in the space, Cable Consultant Bob Colman suggested the purchase of a new switch which would cost no more than \$50.

VOTE:

Eric made a motion to approve the request of up to \$50 for the purchase of a new KVM switch. Neil seconded. It passed unanimously.

Purchase Request: Cablecast Reflect Service

The Town asked to start live streaming meetings but concerns were raised regarding the implications of relying on YouTube or other streaming platforms. A decision was made to implement a more cable access oriented option by upgrading our equipment to allow for a constant live stream of all content across both channels.

The cost of this upgrade is still being determined.

The Town has agreed to pay for a portion of the cost, if not all of the cost with grant funding, and the school has agreed to pay up to \$1000 towards the cost of the hardware.

VOTE:

Janet made a motion to approve the amount of up to \$1000 for the first year of the Cablecast Reflect subscription, if not already covered in full by the portion being paid for by the Town. Eric seconded. The vote was 4-1 with Neil opposed.

Robert made a motion to approve up to \$2000 for the Cablecast Reflect hardware for the Public/Educational channel, assuming that there is no grant funding from the Town or that the school can not pay more. John seconded. The vote was 4-1 with Neil opposed.

Discussion Item: Grotonfest Attendance

The Groton Channel will have a booth at Grotonfest - to be held on September 25th, 2021.

Discussion Item:

Review, Discussion & Approval of Used and Outdated Equipment

This item was postponed and will be discussed at the next meeting.

Discussion Item: Marketing

Updates to the website are still taking place when time allows.

Update from the Chair of the Cable Advisory Committee:

Due to personal reasons, the Chair may not be available to attend some future meeting dates.

Next Meeting is planned for 10/27/21 at 5:00 PM

Meeting Adjourned At: 8:00 PM