

## **Groton Cable Advisory Committee**

**Meeting Minutes for:** 11/18/21

### **In Attendance:**

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

**Other:** Program Director - Ashley Doucette,  
Town Manager - Mark Haddad

**Called to Order At:** 5:32 PM

**Meeting Minutes:** Neil made a motion to approve the minutes of 10/27/21 John seconded. It passed with by a vote of 3-0 with Eric and Janet abstaining as they were not in attendance at the October 27th meeting.

### **General Updates:**

- Our Cablecast Live Equipment has arrived and has been installed.  
We are working to get it configured and hope to have it working in time for the Thanksgiving Football game.
- New studio chairs have been picked out and will be purchased soon.
- New computers to replace failing and outdated models are still being researched
- We are aiming to begin contract negotiations with Charter in December.
- Our new High School Internship program has begun.
- We filmed the High School play and Noah is editing the program when time allows.
- We are participating in the Groton Conservation Trust's Winter Tree Stroll and will have a Groton Channel tree on the Bate's Conservation Land until January.

### **Discussion Item: Increased Meeting Coverage**

Mark Haddad joined the meeting via Zoom to discuss the strain the increased meeting coverage has caused on The Groton Channel staff and budget.

Ashley spoke on how the increased meeting coverage adds up to an additional \$2300 in freelance pay and at least 40 hours of staff time to schedule and coordinate coverage. There is also a need to purchase a \$10,000

camera switcher for the Town Hall to alleviate the need to remove our “remote” device that is currently being utilized for meeting coverage but is often needed elsewhere for location shoots. The Town Manager agreed to the purchase the piece of equipment but needed to look further into covering the cost of the added freelance pay.

**Action Item:** Ashley will work with the Town Manager on the purchasing of the camera switcher. In addition, Ashley will provide the Town with two separate income breakdowns for FY23, one which includes an added \$2300 in “additional Town services” reimbursement and one which does not.

**Discussion Item: Budget Prep**

Ashley provided the Committee with draft copies of the FY23 budget to look over. The budget presentation will take place on November 29th. As Ashley will be unable to attend the presentation, the Committee agreed to have John attend in her place.

**Discussion Item: Marketing**

It was discussed that finding at least one \$500 a year sponsor to be highlighted on the home page of our website is a high priority.

**Next Meeting is planned for 12/15/21 at 4:00 PM**

**Meeting Adjourned At: 7:39 PM**