

Groton Cable Advisory Committee
via Internet Conference

Meeting Minutes for: 1/13/22

In Attendance:

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

Other: Program Director - Ashley Doucette; Cable Consultant - Bob Colman

Called to Order At: 4:06 PM

Meeting Minutes: Eric made a motion to approve the minutes of 12/16/21. John seconded. It passed by a vote of 4-0 with Neil abstaining as he was not in attendance at the December 16th meeting.

General Updates:

- Staff have been working remotely and staggering shifts in the studio in an effort to increase safety.
- We are continuing to work on projects with the Fire Department and will be starting work on a project with the Stewardship Committee soon.
- We are currently hiring for a new part-time Production Assistant. The deadline for applications is January 28th, 2022. Committee members will be alerted to any and all interviews and are welcome to attend.

Discussion Item: The Future of Groton Cable Access

As yearly budgets project uncertain revenue, the Committee began discussions on what the future of Cable Access in Groton may look like. Early talks were had on what affect potential streaming service fees may have on revenue, the sustainability of current staffing and services, and the possibility of dissolving the enterprise status of the department if/when cable funds can no longer sustain operations.

Discussion Item: Charter and Verizon Franchise Renewal Negotiations

Ashley updated the Committee on progress with the Charter Franchise Renewal following discussions with a representative on January 12th. Initial talks suggested a contact renewal for an additional 10 years. A draft contract will be created by Charter and brought back to the Town before further discussions and a public hearing take place.

Discussion Item: Annual Town Report

The submission deadline for the Annual Town Report is coming up and Ashley has been working with previous year's reports to create an updated submission for 2022. The addition of live-streaming was agreed to be an important addition.

Discussion Item: Officers

The Committee agreed to hold off on the changing of officers until the next meeting.

Discussion Item: Marketing

Website and sponsorship discussions continued.

Action Item: Ashley will pick a date for the marketing team to meet and discuss progress.

Purchase Request: Tripods, tripod parts, 2x iMac computers

A request was made to spend up to \$6500 on the purchase of new tripods, replacement feet for an older tripod, and two new iMac computers for studio use. A quote had been requested from B&H Photo but had not yet been received at the time of this meeting. The quote, with Government pricing provided, will total less than the requested amount. Ashley explained that a line item transfer will be needed to cover the unexpected cost of the new equipment but that this part of the vote should be held off until the official cost of the order becomes known.

VOTE: Eric made a motion to approve the purchase request of up to \$6500 for new tripods, replacement tripod feet, and two iMac computers from B&H. Janet seconded. It passed unanimously

Next Meeting is planned for 2/10/22 at 4:00 PM via Zoom

Meeting Adjourned at: 5:43 PM