

Groton Cable Advisory Committee

via Internet Conference

Meeting Minutes for: 4/26/23

In Attendance:

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

Other:

Program Director - Ashley Doucette

Called to Order At: 4:35 PM

Meeting Minutes:

A correction was made to the drafted minutes of March 30th, 2023 to insert the word “not” before the word “had” in the section related to the Fiscal Year 2024 Budget & the future of the Cable Enterprise fund so that the sentence would read as follows:

“...but discussion was *not* had at that meeting...”

Eric made a motion to approve the minutes of 3/30/23 (as amended). John seconded. It passed unanimously.

General Updates:

- Town Meeting coming up on Saturday, April 29th
- New microphone setup at The Groton Center is in place and we have successfully run two events with it. We plan to continue simplifying the setup to make it easier on volunteers.
- Studio dedication status: 2nd draft of the letter for the Select Board has been sent to John for approval. Hoping to have this included on the May 15th Select Board agenda.
- Ashley attended office hours with Representative Scarsdale on 4/14. She is very supportive of Cable Access and the bills related to the industry.
 - The House is about to begin voting on their budget and one amendment is related to a grant program to support public access in meeting the increased demand for coverage of municipal meetings.

Discussion Item: 2023 Summer Internships

Ashley opened up the application period for the 2023 Summer Internship program.

In order to give ample time for students to apply and alert them to their application status in time for them to establish their summer plans, a deadline of May 24th was set.

The Committee will review the submitted applications and meet on Tuesday, May 30th at 4:30 PM to deliberate.

Discussion Item: Cablecast Equipment Status

Discussion continued on the replacement/upgrade of the Cablecast channel servers, video on demand system, and Carousel/CG bulletin board system.

After weighing the pros and cons (including: cost, current financial position vs. financial position when the computers reach end of life, streamlining of workflows, staff time saved with automatic file transfer, potential for closed captioning integration, inclusion of new audience tracking features, and more), it was determined that the replacement/upgrade would move forward.

VOTE: Neil made a motion to approve an amount not to exceed \$26,000 for the purchase of two new channel servers, a video on demand unit, and bulletin board software to replace and/or upgrade existing Cablecast equipment
John seconded. It passed unanimously.

Ashley will follow up with Cablecast and the associated vendor(s) to make the purchase, assuming final cost does not exceed \$26,000.

Next Meeting is planned for 5/30/23 at 4:30 PM on Zoom.

Meeting Adjourned at: 5:49 PM