

Groton Cable Advisory Committee

via Internet Conference

Meeting Minutes for: 5/30/23

In Attendance:

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

Other:

Program Director - Ashley Doucette

Called to Order At: 4:34 PM

Meeting Minutes:

Janet made a motion to approve the minutes of 4/26/23. Eric seconded. It passed unanimously.

General Updates:

- The MassAccess Municipal letter of support drafted as a template by MassAccess and amended by Ashley was signed by all members of the Cable Committee and Select Board, as well as the Superintendent and Town Manager. The letter was sent to MassAccess and the State House in advance of an upcoming hearing on H.74 & S.34
- The Select Board approved the dedication of the studio in memory of Dorothy Davis at their meeting on May 15th. John Ellenberger will be working on a design for the sign.
- The High School Class Night and Graduation are coming up on June 1st and June 2nd.
- Ashley will be away from June 8th-18th.

Discussion Item: 2023 Summer Internships

The Committee reviewed the application received for the 2023 Summer Internship program and determined the candidate to be successful.

VOTE: Janet moved to accept Nate Dyer as the Groton Channel Production Assistant Intern for the summer of 2023. John seconded. It passed unanimously.

Ashley will notify the applicant and begin creating a schedule with them.

Discussion Item: Cablecast Equipment Status

The new Cablecast equipment arrived on Friday, May 26th. The new units have been mounted in the server room and are in the process of being connected. Ashley is currently working on a schematic and documentation to send to Cablecast to assist with the commissioning process - which is set to take place on June 20th.

Once new units are powered on and confirmed to be working properly, payment to G&G Technologies, Inc. will be sent.

Purchase Request - 2x Camera Remotes

Ashley requested that two new camera remotes be purchased to replace broken and/or frayed ones. The total of each remote is \$67.00 - a total of \$135.98.

VOTE: Janet moved to approve an amount not to exceed \$150 for the purchase of two new camera remotes. John seconded. It passed unanimously.

Next Meeting is planned for 6/28/23 at 4:30 PM on Zoom.

Meeting Adjourned at: 5:14 PM