

**Groton Cable Advisory Committee**  
**via Internet Conference**

**Meeting Minutes for: 2/8/24**

**In Attendance:**

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

**Other:**

Program Director - Ashley Doucette

**Called to Order At: 4:40 PM**

**Meeting Minutes:**

The minutes of January 11th, 2024 were deferred to the next scheduled meeting.

**General Updates:**

- The 2024 Yearbook Ad is currently in the works. A draft was show. Ashley will submit within the next few weeks.
- A replacement cable was purchased for the broken 170 Panasonic camera. IT has the camera and the replacement cable and we will see if a repair is possible in-house.
- Community Calendar may be revived soon with a new host.
- We have had seen an uptick in sponsorship interest.
- Contact has been made with both the Accessibility Commission and the Commissioners of Trust Funds in order to determine the possibility of funding for closed captioning.
- Archiving is going strong. Over 3,600 files are currently available on archive.org and more are being added every day.

**Discussion - Fiscal Year 2024 Budget**

Town Meeting has been moved up from April 29th to March 26th.

There will be two articles on the warrant for the Cable Department.

The first to revoke the Enterprise Fund and the other to establish a special revenue fund known as the Cable Department Receipts Reserved for Appropriation Fund, to reserve

cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement.

### **Purchase Request - MassAccess Annual Membership**

In order to continue being a part of MassAccess, annual membership dues need to be paid. The price has decreased this year as they have moved away from in-person conferences and other events in order to keep costs down for all members.

**VOTE:** Janet made a motion to approve \$100 for the renewal of MassAccess dues. John seconded. It passed unanimously (3-0, with Neil not in attendance.)

### **Purchase Request - MotionArray Subscription**

With the dissolution of DigitalJuice, a new database for music, graphics, video templates, etc. was needed. MotionArray was the site that stuck out during research as it had all of the same types of components for a comparable price.

It is possible that MassAccess may create a group account in the future that all members would chip in towards. However, these elements will be needed for studio production in the interim so a one-year subscription was suggested. The cost of the subscription is \$250 but \$300 was a suggested amount to ensure that any hidden fees would be covered. It may be payable in monthly payments but may come through as an upfront cost.

**VOTE:** Janet made a motion to approve up to \$300 for the purchase of a one-year subscription to MotionArray. John seconded. It passed unanimously (3-0, with Neil not in attendance.)

### **Discussion - Franchise License Renewal Updates**

After asking for \$112,500 in Equipment Grant funding to match our previous (15-year) contract, Verizon has counter-offered \$50,000 for the next (5-year) contract.

Eric showed concern regarding the sustainability of that number, worrying that it was a yellow flag, if not a red flag.

After discussion on the cost to subscriber, the next call with Verizon should be a request to go up to \$75,000.

**Next Meeting is planned for Thursday 3/14/24 at 4:00 PM on Zoom.**

**Meeting Adjourned at: 5:33 PM**