

Minutes of the Harvard Community Cable Access Committee Meeting
September 30, 2013
(Approved on Nov 14, 2013)

The Meeting was called to order at 7:25PM.

Attendees

Mitch Norcross (Chair)
Jonathan Williams (Vice Chair)
John Ball (Member)
John Burns (Recording Secretary)
Ray Dunn (Member)
Robert Fernandez (Station Manager)
Steve Adrian
Stu Sklar
Jeff Schwarz

Minutes of the September 11 meeting were not available.

Annual election of officers was deferred until all members were present.

Mr. Burns reported that HCTV has been billed by B&B Mechanical for over \$6500 for the completion of the heating system; this includes approximately \$1200 for the repair of a leak in work completed by Monty Tech. The amount is being challenged. We have been carrying an estimate for the work of \$1000. As a result of these additional unexpected costs, Mr. Burns suggested that the \$30K number previously provided to FinCom be raised to \$35K for the warrant article.

After discussion, the committee unanimously approved the following wording for a warrant article: "To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$35,000 to be expended by the Community Cable Access Committee, to be used to fund the remaining construction and equipment costs associated with the Bromfield HCTV facility, with unexpended funds as of June 30, 2014 being returned to their funding source, or pass any vote or votes in relation thereto."

Mr. Sklar reported that the FinCom reversed their vote of last week to encumber funds for use by HCTV to complete the project. As a result, the bills submitted in this week's warrant will be charged the HCTV operating account.

Mr. Williams suggested that given the reversal, the agenda item for approval of purchase of equipment be deferred. Mr. Fernandez did present the list of recommended purchases but no action was taken.

The meeting adjourned at 8:30.

Respectfully submitted by:

John Burns (Recording Secretary)

Action Item Summary

AI-	Actionee	Description	Status
20120912-1	Stu Sklar	Contact Charter regarding the possibility of including more detailed HCTV programming information for the Charter On Screen Guide.	Open
20121015-3	Mitch Norcross	Transfer financial records to the new treasurer.	Open
20130124-2	John Burns	Investigate the possibility of providing closed captioning for locally produced programs.	Open
20130313-2	Mitch Norcross	Put together a detailed equipment and facility plan for the town hall renovation	Open
20130911-1	Robert Fernandez	Identify the available TV service providers in the surrounding towns.	Open