

# MILLBURY CABLE TELEVISION COMMISSION MINUTES

Public Access Studio – Millbury High School – 12 Martin Street

Thursday January 16, 2014 – 7:15 p.m.

**Present:** Mary Krumsiek; Frank Irr; Paul DiCicco; Richard Carew; Roger Desrosiers; Public Access Director Kevin Krassopoulos

**Absent:** Jeffrey Dore, Robert Sullivan

Chairman Krumsiek opened the meeting at 7:23 p.m.

## STATE ETHICS SUMMARY & TRAINING

Chairman handed out memo from Town Clerk Jayne Davolio. Each member must go online and take the test; there is a link from the Town Clerk's webpage. The deadline is April 2, 2014; there is a page to print which can be given to Kevin. If you are on multiple boards you only need to complete the test once.

## STUDIO TIME

Last month there was limited studio time; one producer booked multiple dates in case a guest could be available. Kevin said, to be fair, there is more than one show that books tentative dates on the studio calendar. The producer calls first to see what days are available, then the producer calls the guest, but does not cancel other dates until very close to the show date. Kevin said he thinks this occurred because it was December; he does not see it happening with other months. Paul said we hired and appointed Kevin as our Public Access Director and he thinks this should fall under him; the last thing we want to do is offend anybody, and common sense would be used by Kevin. Mary said the committee should implement a policy and the Director enforces it. Roger said this is a pleasant dilemma – people want to use the studio. Discussion ensued about a studio use policy. Excessive tentative dates limit what others can do in the studio. Rich said 2 tentative bookings should be the maximum, with a 7 day confirmation period.

Frank read the draft of the tentative studio booking policy:

“Tentative dates will be limited to 2 days and held for 7 days. In 7 days you will have to call the studio and confirm your date.”

**Motion** made by Rich Carew, seconded by Paul DiCicco that Frank (Irr) writes up a preliminary draft to be discussed at the next meeting.

**Motion** carried unanimously.

## DIRECTOR'S REPORT

**Town Hall Upgrade** - The engineers came to see the space. February 3 is the installation and it should take a couple of days. The install entails taking down the old equipment, putting up the new equipment in the large conference room and control room, and putting 2 cameras from the large into the small conference room. Mary asked if we have a dollar figure. Kevin said the equipment and installation was approximately \$62,000.00. We are upgrading to high-definition and none of the analog equipment we have works so we had to redo the entire console.

**Staffing** - There is still a part-time opening. Kevin interviewed 3 people; one person withdrew. Kevin offered the job to another one of the applicants, who declined.

**YouTube** – A YouTube account has been created and 2 Celebrity Reader shows have been uploaded. It is free to post. Kevin doesn't know if he can post 3 hour Planning Board meetings.

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18 JAN 18 PM 3:00  
MILLBURY

Versus a server or a website, he can link the YouTube channel to our town webpage, or we can purchase a software package to create our own website.

Frank asked how the cable companies feel about this – is it in the contract. Kevin will call Charter tomorrow to see what they say.

**Bicentennial Committee Legacy Item** – Roger said one of the legacy items being considered is an electronic message board in the center of town. This will not wait for the revitalization project of the lower common. The Legacy Committee had a demonstration last night with a company that does this and you have to be within 1200 feet to remotely control the messages. One idea is to change the messages from 95 Elm Street through a computer. The second option is the preferred option: get a cable drop that would be within and it could be operated anywhere and by anyone. Mary said we cannot do a cable drop there, and Kevin said that this is correct and that the drop needs to be enclosed. It may work with the wiring of the sign. Rogers said the representative said that a lot of communities are opting for the cable drop.

**Fire Department Camera** - Mary asked that Joyce email a second request to Regina (Fire Department Clerk) for training. Kevin said the FD has still not used the camera.

**PREVIOUS MINUTES**

**Motion** made by Paul DiCicco, seconded by Frank Irr to approve the meeting minutes of October 17, 2013. **Motion** carried unanimously.

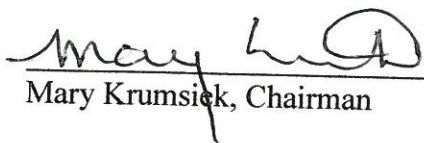
**NEXT MEETING** is Thursday **February 20, 2014** in the studio.

**ADJOURNMENT**

**Motion** made by Roger Desrosiers, seconded by Rich Carew to adjourn the meeting at 8:44 p.m. **Motion** carried unanimously.

Respectfully submitted,


Joyce Sampson

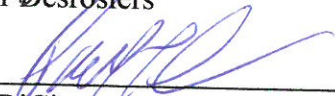
  
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Mary Krumsiek, Chairman

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Frank Irr, Vice Chairman

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Robert Sullivan, Clerk

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Richard Carew

  
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Roger Desrosiers

  
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Paul DiCicco

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Jeffrey Dore