

## MILLBURY PUBLIC ACCESS/CABLE TELEVISION COMMISSION MINUTES

Public Access Studio – Millbury High School – 12 Martin Street

Thursday January 21, 2015 – 7:15 p.m.

**Present:** Paul DiCicco; Joseph Coggans; Richard Carew; Mary Krumsiek; Robert Sullivan; Public Access Director Kevin Krassopoulos

**Absent:** Roger Desrosiers; Jeffrey Dore; Associate Member Michael Lawton

Chairman DiCicco opened the meeting at 7:15 p.m.

### PREVIOUS MINUTES

Chairman DiCicco asked Kevin if he had a call back from Charter Communications about the quarterly reports as it was mentioned in last month's meeting; Kevin said he has not heard back and Chairman DiCicco wants it noted that he will follow up on this. The Chairman asked if Verizon sends quarterly reports; Kevin said the contract states yearly. We should get a report in March.

**Motion** made by Joseph Coggans, seconded by Mary Krumsiek to approve the meeting minutes of October 15, 2015. **Motion** carried unanimously.

### DIRECTOR'S REPORT

**Fly-Pack** – The fly-pack has been ordered. The portable cameras, switcher, microphones, and audio mixer will all be in a kit that can be brought to those locations that are not set up for recording. When it comes in there will be onsite training with the equipment. As there are only 3 of us in the department, and one is part-time, not all meetings will get covered. Kevin will not be shutting down the studio to tape a government meeting. Chairman DiCicco reminded everyone that the goal of the town is to have all meetings broadcast, either taped or live. Mr. Coggans said that this is almost what it is now. Kevin said that this is still the goal, but the Finance Committee and the Board of Assessors will not be taped. The Finance Committee filed with the Attorney General's office to stop us from filming their meetings, and the Board of Assessors deals with people's personal, private, and financial issues.

Kevin is hoping to have another production class, for residents 18 years of age or older.

**Playback Update** – Kevin had a conference call with Tel Vue. To get the video-on-demand (VOD), which is more of a necessity now than a want, and to have the streaming online for people, may affect funding down the road. We will have to change out everything on our playback system. We will get a \$3000 credit to have the old system taken out. With this credit it is still about \$60,000. Mr. Coggans mentioned that this is not taxpayers' money, it is money we get from the cable companies. Chairman DiCicco said this is paid for with grants, and this money cannot be used for anything else, just public access.

We get calls for copies of government meetings, and VOD will eliminate the need for making the copies. We also get requests for meeting copies from attorneys. Kevin has sent a few meetings out via Goggle docs, and said that meeting minutes are also on the town's website.

We also have a website being built that will be launched once the new playback system with the VOD and live streaming is in place.

**Portable Cameras** – The students use handycams for the video production class; they are using 3 and we have 3 in reserve. For public access we currently have 6 tape-driven portable cameras; 3 are Panasonics and 3 are Canons. The issue with the tape-driven cameras is that they don't "talk" to the editing software, which wants files and not video. The video and audio fall out of synch when you try to capture it, so when you try to edit it the video and audio do not line up. You can't fix it. The only way to fix this is to upgrade the cameras to non-tape-driven cameras, which are about \$2,000.00 each. Mr. Carew suggested that Kevin get very large internal hard drives and if the cameras have SD cards to have the students use those as a better way to save their projects. Kevin is trying to see if there are any Public Access departments in other towns that could purchase our tape-driven cameras, but many towns have already upgraded to tapeless cameras. He only replaces equipment as needed.

#### **NEW BUSINESS**

Charter Communications is closing the Grafton store and the customer service store on Higgins Street in Worcester, and is combining the two into one store at 897 Grafton Street in Worcester. The Grafton Public Access studio is staying in Grafton.

Chairman DiCicco questioned the audio on meeting playbacks. Kevin explained that it is because people don't go to the podium. Also, when the ceiling microphones are on and a committee member begins to speak we do not have a chance to turn off the ceiling mics on time. The way to fix this is to have all audience members go to the podium to speak. The ceiling microphones are on a difference system. The microphones on the desks do not cause this problem. There are two ceiling speakers about halfway back in the room; they are just a voice lift, not a PA system and the microphones on the desk come out of the ceiling speakers. There are two microphones hanging from the ceiling and because of the voice lift system these do not go through the ceiling speakers. Chairman DiCicco said that we should insist that audience members go to the podium for all meetings.

Members need to sign the Ethics form; you only need to sign once if you are on multiple committees or boards. Discussion ensued about the proper title of this committee; the Chairman said the Town Manager's office has it as Millbury Public Access/Cable TV; Kevin said that the Charter states Public Access Commission.


**OLD BUSINESS** – None

**CITIZEN SPEAK** – none

#### **ADJOURNMENT**

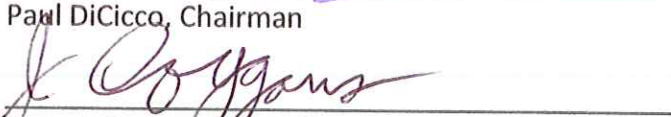
**Motion** made by Joseph Coggans, seconded by Robert Sullivan to adjourn the meeting at 7:50 p.m. **Motion** carried unanimously.

Respectfully submitted,  
Joyce Sampson



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Paul DiCicco, Chairman



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Joseph Coggans, Vice Chairman




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Richard Carew, Clerk

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Roger Desrosiers



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Jeffrey Dore

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Mary Krumsiek

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Robert Sullivan