

MILLBURY PUBLIC ACCESS/CABLE TV ADVISORY COMMITTEE MINUTES
Public Access Studio – Millbury High School – 12 Martin Street
Thursday September 20, 2012 – 7:15 p.m.

Present: Mary Krumsiek; Frank Irr; Richard Carew; Roger Desrosiers; Jeffrey Dore; Robert Sullivan; Lori Burrows-Associate Member; Public Access Director Kevin Krassopoulos

Absent: Paul DiCicco

Chairman Krumsiek opened the meeting at 7:20 p.m.

REORGANIZATION OF THE COMMITTEE

Kevin Krassopoulos accepted nominations for chairman, vice-chairman and clerk: **Motion** made by Bob Sullivan to keep the Chairman and Vice Chairman as is (Mary Krumsiek chairman and Frank Irr vice-chairman), Jeff Dore seconded. **Motion** made by Mary Krumsiek to keep Frank Irr as vice-chairman and Bob Sullivan as clerk; **Motion** amended by Jeff Dore to have same 3 officers as last year; seconded by Richard Carew. **Motion** passed unanimously.

PREVIOUS MINUTES

Motion made by Jeff Dore, seconded by Bob Sullivan to accept the minutes of the June 28, 2012 meeting. **Motion** passed unanimously.

DIRECTOR'S REPORT

There are no new shows; all the old shows are coming back. Kevin has been doing a lot of editing. On the payroll: Mary Krumsiek, Nickie Machacz, Joyce Sampson, and Frank Irr. Nickie is busy with schoolwork when not playing volleyball, so Kevin told her to focus on school and come back when she is ready. She had been making copies of DVDs, labels and editing for visual. (Kevin edits for visual and content; he will remove content if not acceptable).

Video Production Class

Kevin said Mr. Cunha will be at the next meeting. The class is 1 period a day with 20+ students. Roger asked for a summary of the type of work they are learning this year. Kevin said only seniors are allowed to take the video production class. Kevin asked the Town Manager if a stipend could be paid to a cable club advisor. Kevin mentioned it to Superintendent Susan Hitchcock who said it was a great idea. Rich said draw up guidelines so interested people would know the expectations. Kevin will speak with High School Principal Mandy Vasil. Mr. Cunha has students shoot 1 or 2 events per quarter. If they film a JV game and a varsity game in the same night then they are done. Roger said Mr. Cunha should be involved in the guidelines.

Equipment

Six handycams have been purchased for the high school. The 3 Apple computers are coming tomorrow for a total of 6 computers. Kevin needs to purchase editing software for the new computers.

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Wish list: A request by Bob for a cart (dolly) to bring things in and out of the studio (similar to an A/V cart; folding or collapsible would be good) was tabled until we get costs.

Two set lights stopped working and will not be replaced; they are not made anymore.

OLD BUSINESS

Wiring of the High School auditorium and the library was supposed to happen over the summer. Kevin spoke with Finance Director Brian Turbitt about specifications but research shows that it would cost too much. Kevin would rather have his hands on the camera and move it. Roger is still interested in doing wiring and cameras for the auditorium as opposed to bringing in the manual camera. Frank asked what type of movement are we concerned about; you can only hear the music at the winter concert due to the location of the camera. Discussion ensued. Kevin would want three remote control cameras. Per the Finance Director, the upgrade for town hall and the library would have to go to bid due to cost; you cannot say you want a Sony camera, you have to just use the specifications; cannot use brand name and model number.

Missing camera: the equipment lent to the PD has been returned. Kevin sent a letter in May (attached) about the equipment now missing that was lent to the school. He spoke with Rick Bedard (School Business Manager) in September, who gave Kevin information on the replacement camera that the school would purchase. No report had been filed with the police department. Since the last meeting Kevin has revised the sign-out form.

Motion made by Frank Irr, seconded by Bob Sullivan to send the equipment sign-out form to legal counsel through the Town Manager. **Motion** carried unanimously.

Public Access guidelines tabled until next month by the Chairman.

NEW BUSINESS

Government Meeting Copy Policy: Kevin said he is getting requests for copies of meetings. If we charge for copies we may not get as many requests. Kevin will speak with the Town Manager.

Town of Millbury Policies: Kevin distributed the Town's Protected Classes Policy and sign off form. Kevin will have copies of the Sexual Harassment Policy next month.

Fire Truck Camera Invoice: More information/back-up paperwork needed before processing.

NEXT MEETING is Thursday October 18, 2012 at 7:15 p.m.

Roger asked about the time table for negotiations, as we are only 6 months away; the contract expires March 31, 2013.

ADJOURNMENT

Motion made by Frank Irr, seconded by Bob Sullivan to adjourn the meeting at 9 p.m.
Motion carried unanimously.

Respectfully submitted,

Joyce Sampson, Secretary



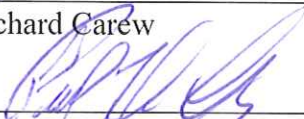
Mary Krumsiek, Chairman

Frank Irr, Vice Chairman

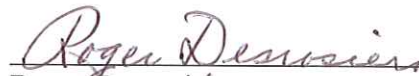
Robert Sullivan, Clerk



Richard Carew



Paul DiCicco



Roger Desrosiers



Jeff Dore

May 21, 2012

Mr. Jonathan Cunha
Millbury High School
12 Martin Street
Millbury, MA 01527

Jon,

As per our conversation this afternoon here is an itemized list of the equipment that is "missing" and what the replacement cost would be:

1-Canon FS-22 Dual Memory Camcorder	\$549.00
1-Pearstone Onyx OSC-1020B Carrying Case	\$ 29.00
1-Canon BP 808 Battery Pack	\$ 69.00
1-Promaster SDHC 8 GB Memory Card	<u>\$ 39.00</u>
TOTAL:	\$686.99

Should you need any more information from me please feel free to contact me. Enclosed you will find a copy of all the invoices with the proper figures attached.

Thank You,

Kevin Krassopoulos
Millbury Public Access Director
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