

MILLBURY PUBLIC ACCESS/CABLE TELEVISION COMMISSION MINUTES

Municipal Office Building – 127 Elm Street – Large Conference Room

Thursday November 17, 2016 – 7:15 p.m.

Present: Paul DiCicco; Joseph Coggans; Richard Carew; Roger Desrosiers; Jeffrey Dore; Mary Krumsiek; Public Access Director Kevin Krassopoulos

Absent: Robert Sullivan; Associate Member Michael Lawton

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

PREVIOUS MINUTES

Motion made by Joseph Coggans, seconded by Mary Krumsiek to approve the meeting minutes of October 20, 2016. **Motion** carried unanimously.

DIRECTOR’S REPORT

Auditorium Audio/Video - Quotes

Auditorium Audio - The quote for the audio hardware (speakers, power amps with built-in limiter, base extensions, etc.) is \$12,282.00. HB Communications recommended acoustical tiles on the walls which are \$10,329.00 not including the installation, which can be done by the maintenance staff at the High School. Kevin would like the install scheduled during the Christmas break, which is the week after Christmas. Total project cost is \$22,611.00. The Superintendent and the Business Manager at the school have agreed to pay half of this, so our cost would be \$11,305.50.

Motion made by Roger Desrosiers, seconded by Joseph Coggans to spend \$11,305.50 for the speaker system.

Motion carried unanimously.

Auditorium Video – Kevin would like to purchase three remote controlled fixed cameras and a remote controller, which can be used with the existing cart used for School Committee meetings. The cost including wall mounts and installation is \$31,660.00.

Total cost for Public Access for audio and video for the auditorium is \$42,965.50.

Both projects can be done without the other. Kevin would be happy with just the audio system, but while the installers are there they can pull the video cables and that would save money. Mr. Dore asked what is the possibility of the school department paying for part of the cameras; Kevin said their budget is set well in advance so he does not think that would happen, and the cameras are not crucial.

Chairman DiCicco asked if Kevin keeps track of what is maintenance and what is an upgrade to our equipment. Kevin said we have had no maintenance done. The biggest problem Kevin had is when the server crashed a few years ago. He sent the equipment out and it was rewired and returned within a couple of weeks.

Next fiscal year he will have a budget, and has the previous 5 years as a guideline.

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For a point of reference, the Media Center build in 2015 was \$46,000.00

Motion made by Rogers Desrosiers, seconded by Mary Krumsiek to purchase a video system with 3 fixed cameras that will upgrade the room size and the room dimension so that the cameras chosen will do the job effective despite the fact that we don't have a price at the moment.

Motion carried unanimously.

Fly Pack Issues – Microphones/PA System Requirements

At the recent Planning Board meeting on Monday November 14 the video portion went well, considering it was the first time broadcasting live with the fly pack; the audio portion did not go as well as hoped. We used wireless PZM tabletop microphones, not the wired gooseneck style that is here. The PZMs have been used 4 times, but this was the first time we broadcast over the air with them. For the Planning Board meeting they did not work well but the playback DVD is decent. The quick fix going forward is to use the 10 wired gooseneck mics that are used for School Committee meetings.

Kevin asked if the people filming the meeting are responsible for the public address (PA) system. Mr. Coggans and Ms. Krumsiek both said no.

There are no working speakers in the library; there are speakers in the ceiling but they are not connected. Kevin called his contact to see if they have the necessary parts to complete the system. We did provide a podium-type table with a microphone on it but people were yelling out questions from the audience.

NEW BUSINESS

Charter is providing a new service for customers. If you have telephone built into your service plan you can go to nomorobo.com to register and your robocalls will be blocked.

OLD BUSINESS

Town Meeting Warrant Article - Finance Director Katie McKenna has written the warrant article. She will have us do a PEG Access Cable Related Fund as opposed to an Enterprise Fund. We will also need an article for our budget.

Form 500 – no update

Letter - Mr. Desrosiers asked if the inquiry letter has been sent to Charter from the DTC (Dept. of Telecommunications and Cable) as requested at last month's meeting. Kevin will follow up.

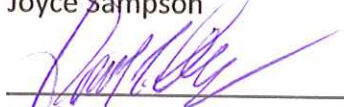
NEXT MEETINGS - Thursday January 19, 2017 and Thursday March 16, 2017

FUTURE TOPICS – Contract with Charter expiring 2017; contract with Verizon expiring 2018.

ADJOURNMENT

Motion made by Joseph Coggans, seconded by Mary Krumsiek to adjourn the meeting at 8:10 p.m. **Motion** carried unanimously.

Respectfully submitted,
Joyce Sampson



Paul DiCicco, Chairman



Joseph Coggans, Vice Chairman



Richard Carew, Clerk

Roger Desrosiers

Jeffrey Dore

Mary Krumsiek

Robert Sullivan

