

STURBRIDGE CABLE ADVISORY COMMITTEE
MINUTES OF 3/12/13

John Clancey called the meeting of the Cable Advisory Committee to order at 4:30 p.m. The following members were also present: Steve Greenberg, Kadion Phillips, Bruce Butcher and Steve Tieri (Jeff Bonja was unable to attend).

ACCEPTANCE OF MINUTES John Clancey made a motion to accept the minutes of 2/12/13. Steve Greenberg seconded the motion. The motion was approved by a vote of 3-0 (Kadion Phillips wasn't present for the vote).

PRODUCTION COORDINATOR'S REPORT Daily operations; Bruce continues to add more programs to the video server and oversee the camera operators. There are two new shows to add to channel 12, "Simply Talking" and "Creating Cooperative Kids."

Government Meetings/Camera operators; Being budget season, there is a full recording schedule (20 meetings in March). Bruce has 8 camera people except for two or three at the moment. The cable advisory committee once discussed raising the pay from \$35 to \$45 for meetings that run longer than 4 hours. Bruce will come back with an estimate of what the annual increase would be.

Production/outreach; SCTV continues to record guest speakers and Gourmet Grannies at the Senior Center. WESO Radio w/Dick Vaughan and Bob Briere is still ongoing and has included recent guests such as State Representative's Ryan Fattman, Todd Smola, Anne Gobi, Peter Durant and Senator Richard Moore. Feedback was excellent regarding both programs.

Recently Bruce recorded two programs for non-profit organizations; the Second Chance Animal Rescue facility in East Brookfield and for Food Share in Southbridge. One studio camera has not returned from repair. When that camera comes back Bruce plans to send another camera out for repair. One of the cameras has a noticeable buzz in the audio.

Lists of original programming on SCTV:

Meg's Minutes, Gourmet Grannies, Senior Center Seminars, WESO Guest interviews with Bob Briere Sturbridge Historical and WESO Politics as Usual.

KVM SWITCH

Don gave Bruce a list of cords and connectors that we'll need for our KVM set-up and for the fiber connection from the COB to Town Hall. While some of the components are common, Bruce applied to a company named Markertek Video Supply in Saugerties, NY where he can purchase these kinds of items. These components need to be purchased before Mike Ridinger can come back in. Bruce contacted Sondra Nelson at Boreal Media Technologies regarding the KVM switch and if the all-in-one unit has any advantages over a switch that we can configure on our own. After a committee discussion regarding the benefits and necessity of the KVM switch, John Clancey made a motion to purchase the KVM Switch. Kadion Phillips seconded the motion. The motion was approved by a vote of 4-0.

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GOALS FOR 2013

Don Fairbrother recommended Goals for 2013:

*Purchase KVM Switch

- *Configure the Fiber Optic connection from the COB to Town Hall
- *Continue to explore how to configure an internet link that will connect various town buildings to Town Hall.
- *Purchase a laptop with warranty for the internet link that could also be used in the selectmen's room for presentations if needed.
- *Video "live streaming" using Earth Channel. Information emailed to us via Shaun.

LAPTOP PURCHASE

Bruce will price out the options and details for a laptop and buy two locks for the two existing laptops.

TOWN MEETING VIA THE INTERNET - WHAT NEEDS TO BE DONE?

Steve Greenberg did some initial research regarding the details of Virtual Town Hall including a video on demand and live streaming service for \$4,000 annually. Steve will continue the investigation with on-demand and live streaming options.

NEW BUSINESS

The next meeting we will get a tentative schedule and timeline regarding the Charter contract negotiation.

Bruce will prepare a list of things that need attention.

The next meeting was scheduled for 4:30 p.m., April 9, 2013, in the second floor conference room of the Town Hall.

On a motion made by John Clancey, seconded by Steve Greenberg, and voted 4-0 the meeting adjourned at 5:25 p.m.