

STURBRIDGE CABLE ADVISORY COMMITTEE
MINUTES OF 10/21/14

John Clancey called the meeting of the Cable Advisory Committee to order at 4:30p.m. The following members were also present: Bruce Butcher, Kadion Phillips, Don Fairbrother, Steve Greenberg and Steve Tieri.

ACCEPTANCE OF MINUTES John Clancy made a motion to accept the minutes of 9/9/14. Steve Greenberg seconded the motion. The motion was approved by a vote of 4-0.

PRODUCTION COORDINATOR'S REPORT

- SCTV is covering all of the town government meetings.
- For Bruce's office, he was required to get a cable box from Charter. Bruce soon found out that the Public Access channels have changed; 11 is now 191, 12 is now 192 and 13 is now 194.
- The four new camera recruits should all be trained by the end of this month.
- Bruce visited the Senior Center with Don Fairbrother to once again look at the space for a possible studio and come up with ideas. The idea requires approval from the Council on Aging. The same day they also met with Greg Rosow, Public Schools IT, regarding fiber connections and options for both the Public schools and for a run to Town Hall.
- Members of the "Friends of the Sturbridge Public Library" came to Bruce to help produce a promotional video for the Harvest Fest Book Sale. The project was successful and the video ran for a few weeks on channel 192 (12).
- All of the "Concerts on the Common" are edited and are being played on channel 192 (12) and Steve recorded highlights of the Harvest Fest.
- Bruce has gotten a number of phone calls from residents about on-going problems with both Charter Television and Telephone.
- Steve and Bruce will be going to a broadcasters trade show in Marlboro on October 30th.

ORIGINAL PROGRAMMING ON SCTV

Weekly Drive-In Movie; Sat. 8pm
Gourmet Grannies series
Senior Center Seminars/Events
Second Chance Animal Shelter series

FINANCIAL REVIEW:

- Don handed out the SCTV current financials. The summary of Contract Year 5 Financial Status includes a Q2 closing balance of \$108,268 and a reserve of \$45,000.

PAGE 1 Cable Advisory Committee Minutes of 10/21/14

CAPITAL INVESTMENT PROJECTS / DISCUSS ITEMS TO ASK CHARTER FOR

Don handed out a list called "Prioritized Capital Improvements for Charter Cable Renewal." The list includes the following topics:

- Install cable links via fiber optics from the following sites to Sturbridge Town Hall - Senior

Center, Burgess Elementary School, Tantasqua Campus. If the above is not negotiated with Charter, we need to price a plan B using internet capability at each of the above locations including Business Plan bandwidth internet.

- Assess current equipment and price out the proposed hardware and software upgrades that will be required to enhance our capability, including studio, Burgess and Tantasqua live origination with remote switching capability.
 - Identify and price the necessary equipment to create a studio capability at the Senior Center including robotic cameras with remote controls, chromakey with pull-down green screen, and other necessary equipment required allowing for a single operator to control the necessary equipment..
 - Determine the adequacy of the studio control room build out, i.e. carpentry and electrical.
 - Upgrade local access computers and software for the local access PC's and MACs.
 - Education Channel equipment list (Prices at \$13,638 per S. Tieri)
 - Insert estimated funds to upgrade system equipments during year five of the contract.
 - Free Internet access for the Library and the Senior Center.
- Don met and presented to the Council On Aging on October 16, 2014 regarding the topic of the studio plans at the Senior Center.
- Don also asked the cable committee members if we want to change anything in our current contract and to compare with other contracts (example: Brimfield's contract was negotiated approximately 2 years ago). John said he would compare and look through both contracts as a comparison.
- Don will follow up with the carpentry and electrical programs at Tantasqua to get quotes regarding the studio build. If they are unable to do the work, he will proceed with getting a carpentry and electrical quote from elsewhere.

DISCUSSION ON BRINGING SURVEY RESULTS PUBLIC

The committee feels that the public would be anxious to hear the results of the survey. It was discussed that we should delay going public with the results while waiting to hear back from Bill August and potentially present them at the upcoming Public Hearing on November 17th, unless there is a strong reason not to if suggested by Bill.

The next meeting was scheduled for 5:00 p.m., November 10, 2014, in the second floor conference room of the Town Hall.

On a motion made by John Clancey, seconded by Kadion Phillips, and voted 5-0 the meeting adjourned at 5:30 p.m.