

STURBRIDGE CABLE ADVISORY COMMITTEE  
MINUTES OF 2/24/15

John Clancey called the meeting of the Cable Advisory Committee to order at 5:02 p.m. The following members were also present: Kadion Phillips, Don Fairbrother (via phone), Bruce Butcher and Steve Tieri.

ACCEPTANCE OF MINUTES: John Clancey made a motion to accept the minutes of 1/13/15. Steve Tieri seconded the motion. The motion was approved by a vote of 3-0.

PRODUCTION COORDINATOR'S REPORT:

- Steve has been very helpful video recording, editing and downloading new programs for SCTV from a free site named "Peg Media."
- Rob stopped in one day and he and Bruce did some computer work and talked about 8 Brookfield Road. He's pricing materials for the buildout.
- There are now 8 camera operators. Two are still in training but all is going well.
- Senior Center: Only one "Gourmet Grannies" was recorded last month. Now that Leslie Wong is at the Senior Center, and with her energy, there is hope that she'll help recruit some new participants. The goal is to shoot one show per month.
- Bruce recorded two exercise classes at the Senior Center and they now run at 8:30 every morning for those who can't get out.
- Bruce was able to accomplish some items from the list that Don put together. Up-graded software, drew a studio layout plan and got the cost of equipment (there are always some variables).
- All of the government meetings are being covered. The Video on Demand and the "Watch Live" features of Tighrope have been corrected.
- Recently viewers at home, people could see the picture but could not hear the sound.
- The Sony Anycast system for the Special Town Meeting last night and all went well. We had two good camera operators, Bruce did the sound and Steve did the switching. We used the headsets and had Sturbridge Community Television shirts on.
- On Saturday morning, March 7<sup>th</sup>, we'll cover the long Special Finance Committee meeting.

ORIGINAL PROGRAMMING ON SCTV:

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

ACTION ITEMS FOR CONTRACT UPDATE (Bill August will send to Tom Cohan of Charter):

- The contract will be presented and expected to be approved by the BOS on April 6<sup>th</sup>. The new contract will be effective on April 27<sup>th</sup>. Right now we're getting 2.5% of television sales. The goal is to go up to 4% year one through ten. There have been discussions on starting year one at 3%, year two at 3.5% and year 3 going to 4% for the remainder of the contract for ten years.
- 8 Brookfield Road needs a fiber optic cable run including the Senior Center and the schools, fiber run to Burgess has been pushed from 2015 to 2016. Charter and this year's budget is already fixed. Next available time is 2016.

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- Digital conversion device for senior discounts is not going to happen. You already get two years free on conversion devices.
- Agreed to \$100K at contract and \$100k at year 5 for a total of \$200k for the contract.
- Sturbridge will be responsible for any fiber optic internal wiring for Burgess, Tantasqua and 8 Brookfield Road. There would be a contingency if we do not get 8 Brookfield Road.
- Charter has a fiber optic cable that goes between the Junior High and Tantasqua. We asked Charter if we could use this dark fiber. If we paid for the junction points, the School Board meetings could be broadcast live. This cost would be added/factored in.

FINANCIAL UPDATE:

- Don Fairbrother updated the committee on financial information for the cable contract year 5. The opening balance (November 7, 2014) was \$98,638.96. The total period expenses was \$24,879.13. Period closing balance and the available balance (as of February 12, 2015) is \$73,759.83. All commitments are in the cost to complete as well as the increased legal fees by \$3,000 making the contract year 5 year anticipated completion expense \$27,071. Reverses available are \$46,689.

NEW WEBSITE DISCUSSION:

- This topic will be discussed at the next meeting.

UPDATE ON FINANCE FOR THE INITIAL ASSESSMENT:

- The money got approved.

The next meeting was scheduled for 4:30 p.m., March 24, 2015, in the second floor conference room of the Town Hall. On a motion made by John Clancey, seconded by Kadion Phillips, and voted 3-0 the meeting adjourned at 5:42 p.m.