

FEB 6 '17 PM 12:04

**Uxbridge Cable Advisory Committee**  
**December 17th, 2015 Meeting Minutes**

**Received by**  
**Uxbridge**  
**Town Clerk**

**Uxbridge Cable Advisory Committee Members present;** Alfred Butler, Jim Hogan, Mark Stacy and director of Uxbridge Community Access Television (UCAT) Barry Giles. Meeting held at Uxbridge High School.

It being 6.00 PM, the meeting being properly posted, duly called and a quorum being present, Chairman Butler called the meeting to order and led the gathering in the Pledge of Allegiance.

**New Business;**

- Cable TV Budget Discussion

**Old Business:**

- Old Business

**NOTE** that the meeting was not videotaped due to one camera being out for repair and the other being in use for holiday events.

FEB 6 '17 PM 12:09

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## **New business**

### **Cable TV Budget Discussion**

The committee was presented the 2017 budget requests from Mr. Giles.

The following list contains possible Capital Projects for the fiscal year 2017. These items are basically equipment upgrades needed to allow for broadcasting in high definition and replace older equipment that no longer can be serviced.

Currently our production systems are working in standard definition and no vendors will service our old equipment, which dates back to almost 10 years. The upgrades will put the production systems at 4K high definition.

This will lower the amount of work needed to deploy video.

### ***Government Channel Upgrade- \$30,000***

-Replace remote cameras in the Meeting Room located in Town Hall to HD quality cameras.  
Replace the digital playback system to a HD quality system.

\*The present cameras and play back system are standard definition cameras that are presently out dated and may not be able to be fixed. Most cameras on the market are only offered in high definition or 4K. Replacing this equipment will improve the quality of the meeting coverage and allow for quicker downloading for playback.

### ***Public & Educational Channel Upgrade - \$25,000***

- Replace the playback system to a HD quality system  
\*The present system is a standard definition system. We have to convert HD quality video to allow the footage to be played in the present system.

### ***School Meeting Camera/Switcher - \$30,000***

-Replace and add additional camera and portable switcher to the set up presently used for school meetings with HD camera and switcher. Replace DVD recorder with a HD hard drive recorder.

- Similar to the Government Channel upgrade, this equipment is old and out dated.

***Update Equipment in Portable Fly pack - \$25,000***

-Update Tricaster Digital Switcher with new HD Tricaster Switcher. Add on replay system and replace audio mixer in our present portable fly pack.

- This will allow us to record programming in HD.

***Replace Vehicle - \$30,000 (Not including trade-in value of present vehicle)***

-Our portable fly pack does not fit in the present vehicle properly. This creates an issue when using the van as a portable studio on location.

We believe that we would reasonably receive \$10 to \$14K for the current vehicle. There are also Uxbridge departments that may be interested in the vehicle.

Final capital project requests total \$140K but we are asking for \$150K. (This is more than adequately provided by the cable budget account.)

**FY 2017 Budget Worksheet:**

**Please refer to FY 2017 Budget Worksheet**

Recap:

There is a 2% pay increase overall for both Barry Giles and Cameron Clark (full time employees) as well as the \$1500 incentive bonus that Mr. Giles employment contract stipulates. The incentive is added as a "Other Benefits" compensation.

The requested total for operating budget FY 2017 is \$130,499.04.

Jim Hogan made a motion to recommend the one time capital budget total amount to \$150K (items specified above), which was seconded by Mark Stacy. Motion passed 3-0-0

The requested total for FY 2017 is \$280,499.04

Jim Hogan made a motion to send to the town manager a recommended budget total for FY 2017 of \$280,499.04 which was seconded by Mark Stacy. Motion passed 3-0-0

**Old business**

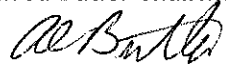
**Member issues**

No old business

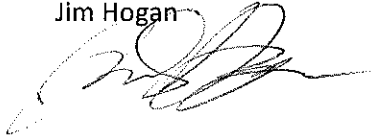
Motion by Mark Stacy to adjourn the meeting at 7:30 was made; it was seconded by Al Butler, the motion carried unanimously.

Respectfully submitted by Al Butler

Alfred Butler Chairman



Jim Hogan



Mark Stacy

