



Granite Town Media

Advisory Committee

Meeting Minutes

23 April 2020

Present: Dave Alcox, Wade Campbell, Kevin Federico, Tim Finan, Chris Gentry, Lisa Griffiths, Chris Labonte, Tom Schmidt, Jon Teger, Nathalie Watson

Absent:

Guests: Andrew Kouropoulos Asst Media Mgr, Bruce Dickerson IT Dir

As Chairman of this Committee, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b), otherwise known as the Right To Know Law.

Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of Town government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public who may be accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply.

Public comments will be limited to three minutes per person. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting must and will be done by Roll Call vote.

Call to Order:

March GTMAC meeting was canceled due to COVID-19 pandemic. Tonight's meeting is being held via teleconference.

Meeting called to order 6:05 PM.

Membership

- GTMAC Bylaw revision – approved by BoS March 9th
- Joe Kasper status – Tim reported he has been unable to contact Joe via email and his phone number has been disconnected. Assume he has moved out of town.
- Welcome new members, approved by BoS April 13th
 - Wade Campbell
 - Kevin Federico
 - Nathalie Watson

Election of Officers

- New officers for 2020: Chairman – Tim Finan, Vice Chairman – Kevin Federico, Secretary – Tom Schmidt. Lisa moved/Wade 2nd AIF.

Manager Report

- Personnel update – Chris introduced Andrew Kouropoulos, the new assistant GTM manager. Andrew has a background film and TV production and has his own production company. Even though he has only been on board a short time has been very helpful setting up Zoom teleconferences and producing COVID-19 PSAs.
- COVID-19 response – multiple PSAs are either in the works or have been completed for: Library, Fire, Ambulance and PD. Chris showed the library PSA.
- Zoom teleconference – with the outbreak of this pandemic Chris and Andrew have been working hard obtaining resources to hold virtual meetings. This involves setting up [Zoom](#) video conferencing accounts and purchasing equipment needed for employees to work remotely. This has been paid out of the GTM revolving fund and will be reimbursed by Federal [CARES act](#).
 - Tom expressed concern about reported Zoom security issues. Chris has implemented best practices for meeting chairs and mentioned the Zoom client is automatically updated to latest version when used to attend a meeting.
 - Tim asked about using passwords for increased security. Passwords become unwieldy for public meetings. Currently when a person connects they need to be manually accepted into the meeting by the moderator so Zoom bombing should not be a problem for us.
- Comcast HD (high definition) equipment upgrade – the pandemic has delayed implementation of the Cable TV HD channel. Comcast technicians have been deployed to assist the many folks working from home. Note: this only affects Cable TV users, programs viewed over the internet are in HD.
- GTM equipment upgrade at high school – no update
- Chris mentioned Dave Alcox is working on a secret senior class project.

Comrex IP

- The ability to go live anywhere has long been a goal of GTM. The need for this capability has become more imperative during the pandemic. Chris has selected [Comrex LiveShot](#) equipment. This is a camera attachment that provides the ability to originate live programming wherever suitable internet access exists. This is a mature device used by commercial stations that Chris has used in the past. Tom moved/Jon2nd to approve spending not more than \$20,000 to purchase the equipment and accessories, AIF.

Candidates Forum

- Both the Board of Selectmen and School Board candidate forums have been well received.

- In previous years organizing these events had been ad hoc with GTM covering the event as we would any other meeting, but responsibility for organizing the event rested with others. Tim suggested GTM is the logical entity to be responsible for organizing these events in the future.

Election Coverage

- During both elections this year GTM had a camera streaming the registration flow during the day and evening coverage of the moderator reporting ballot results.
- State primary (September) and Federal election (November) will be covered in a similar manner.
- Tim mention the Secretary of State was very impressed with what Milford is doing and hopes other towns will follow suit.

Policies and Procedures

- No update to COVID-19 workload.

Minutes - 27 February

- Minutes approved as presented: Tom moved/Lisa 2nd AIF.

Other Business

- None

Upcoming Meeting:

28 May 2020 tentatively 6 PM via video conference call

Adjourn:

Meeting 7:17 PM

Respectfully submitted: Tom Schmidt