



Granite Town Media

Advisory Committee

Meeting Minutes

28 February 2019

Present: Dave Alcox, Ron Carvell, Kevin Federico, Tim Finan, Chris Gentry, Tom Schmidt, Jon Teger

Absent: Joe Kasper

Guests: Nathalie Watson

Call to Order:

Meeting called to order 7:00 PM

Minutes

Minutes approved as presented Tom moved/Kevin 2nd AIF

Manager Report

- Channel 22, Public is now being used for real programming not just bulletin board, mainly PBS and other locally produced programs.
- MACC base meetings have been added to GTM meeting coverage schedule. We will be providing meeting videos to the other member towns.
- Chris fixed numerous broken links on the town web site. Drupel has an automatic broken link detector but it does not handle nonpublic embargoed links, those must be dealt with manually.
- Chris is developing several FAQs to assist department heads updating their specific web pages.
- Working with Community Development to update the Active Projects page.
- Jon mentioned problem with Oval cam. Currently working but it gets rendered differently depending on browser. Access is via the Nest server so we have limited ability to tweak or optimize settings.
- Chris discussed the [UTAP USB SDI](#) capture device. This will be used to monitor outgoing live feed to deliver live stream to Facebook live and YouTube. The USB output is feed to a computer that encodes and uploads to Facebook and YouTube. This will be used on an as needed basis for specific live events.
- Chris worked with Tightrope to upgrade our equipment to latest software. He even managed to install newer software version then officially supported on our old SX4 server. We are still limited by the old hardware but now have access to some of the new features.
- Switched to Cablecast Reflect cloud service to host video streams and video on demand programs. Content is still stored locally on GTM servers; cached copies on the cloud reduce the need for additional GTM upload bandwidth. Adobe Flash is end

of life, has been replaced with HTML5 for streaming. An added benefit of the Reflect service is automatic optimization for mobile devices and connection speed.

- GTM programs are now available on Roku and Apple TV. Chris will do a short video tutorial explaining how to install and use the [Cablecast Screenweave](#) app.
- Discussed need to capture easel paper based presentations. This will require an additional camera in the BoS meeting room and switching equipment to enable us to display the presentation on the meeting room monitor. This capability will be rolled into the overall GTM station upgrade. Ron asked Chris to investigate similar upgrade to the school meeting room.
- Chris is working with [ComRex](#) to obtain a loaner LiveShot system to allow us to originate live programs anywhere we have an adequate wired or wireless internet or cellular connection. If the test pans out the equipment purchase will be rolled into the HD station upgrade program.
- Chris worked with Brian Christiansen, our Comcast rep, should have 3-channel SDI PEG uplink by the end of the year. Priority is to convert us to digital feed, that should resolve a lot of our current broadcast problems, and then enable single HD PEG channel. We are responsible for upgrading the fiber link between town hall and high school from SD to HD.
- Videographer job description is complete. The GTM assistant position is still a work in progress.

Posting election results

- Chris worked with Joan Darge to develop a strategy to quickly post preliminary election results on the town web site and will stream the results live on Facebook. Working with school to obtain temporary internet access.

Video projects

- Chris will film an informational video with Joan explaining the new computerized voter check in procedure.
- Chris found Milford Historical Society footage and is working it up for airing.
- Lisa and Chris are doing a short Community House video.
- Plan to create programs about local Milford craftsmen.
- Discussed producing video about the Milford trail system and covering library Acoustic Café shows.
- Board of Selectmen candidates forum is available as VoD and in broadcast rotation
- School board candidates forum scheduled for March 8th
- Election night result coverage
- Police Department Open house scheduled for March 7th
- Nathalie will be working on “Common Ground” series of programs discussing concerns of Milford citizens from a variety of political perspectives. Dave offered a slew of topic suggestions and recommended asking Charles Worcester to share his in depth knowledge of the town.
- Discussed conducting a Facebook poll to see what sort of programs folks are interested watching.

Wireless Microphones

Chris presented a quote for \$1,548.00 to purchase two portable [Sony UWP-D11](#) wireless microphone systems. Currently GTM has several wireless mics but they are not portable systems. These will give us the ability to better capture audio out in the field. Tom moved/Ron 2nd to approve purchase AIF.

Portable Microphone Mixer

- Chris purchased a Rolls ProMix, portable 4-channel microphone mixer to augment our mobile camera kit.

Upcoming Meeting:

28 March 2019 7 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 8:06 PM

Respectfully submitted: Tom Schmidt