



Granite Town Media

Advisory Committee

Meeting Minutes

27 January 2022

Present: Dave Alcox (Zoom), Josh Breault (Zoom), Wade Campbell (Zoom), Kevin Federico, Tim Finan, Chris Gentry, Chris Labonte, Tom Schmidt, Nathalie Watson (Zoom)

Absent: Jon Teger

Guests: Pete Basiliere (Town Moderator), Andy Kouropoulos (Asst Media Manager), Mike Thornton

Call to Order:

Meeting called to order 6:01PM as a hybrid Zoom meeting. The governor has rescinded COVID-19 emergency status pertaining to public meetings. NH RSA requires a quorum to be present in person even though members attending remotely are able to vote. We did not have a quorum physically present so this is not an official meeting and no votes were taken.

Election Coverage

- Pete Basiliere, Town Moderator attended to discuss election coverage.
- GTM will be doing a meet the candidate's forum for Board of Selectmen and School Board, schedule is still TBD.
- Town and School deliberative session - Same as last year GTM will be covering these meetings live.
- Blank ballot counting – same as last year GTM will cover this live. Blank ballots are counted as received from the printer. At the end of the election the 1) number of ballots cast 2) plus spoiled ballots 3) plus uncast ballots need to match the count of blank ballots.
- Live video of the election.
- The town/school election will be held at the high school to provide enough room for social distancing. Pete mentioned a downside of voting at the high school is there is no place for the Dollars for Scholars and We the People to fund raise.
- New voting machine PSA – The AccuVote-OS optical scan voting machines we use have not been manufactured in 20 years. Maintenance is becoming a problem and the software to program them only runs on Windows XP that has been end of life since 2014. The [Ballot Law Commission](#) has given Milford permission to trial a new generation of optical scan machine: [ImageCast Precinct](#). From a voter's perspective not much will change, they will continue to fill out paper ballots and bring them to the voting machine for tabulation. GTM will be creating a PSA and podcast to advise voters of the new machines.

- The ImageCast machines will be in town a few days prior to the election for testing. The tests will be covered by GTM and occur the same time as the blank ballots are counted.
- Ballots need to be printed on white paper. To distinguish town from school and political party during primaries the text at the top of the ballot will be color coded.
- The voting machines will be supplied by: [LHS Associates](#).

Manager Report

- High school A/C - The air conditioner was installed in the GTM equipment area. GTM has not yet received an invoice for its portion of the bill. Chris G. has reminded them several times.
- Chris and Andy showed the headphone jack attachment he plans to use during the deliberative session. People sitting at the tables often have difficulty hearing due to the placement of the speakers. This allows them to use headphones.
- Mike T. asked about allowing Bluetooth enabled hearing aids to access the audio feed. However allowing multiple Bluetooth devices to pair with the same device is a significant security concern.
- The equipment to finalize the audio upgrade of the BoS room still has not been received and Chris has not received a confirmed delivery date.

Staffing

- The current starting hourly rate for videographers is \$12.00 hour. That is not a competitive rate; Chris G. spoke to Karen B. Milford HR and with her research recommends increasing starting rate to \$14.50. Kevin F. stated the videographer rate for other towns is much higher around \$60-110 per meeting. As we did not have a Quorum no vote was taken to increase the hourly rate.

Closed Captioning

- GTM received a request from the School Board asking if it was feasible to offer CC (Closed Captioning) for the hearing impaired based on an email request they received. Chris indicated this capability is built into Zoom remote meeting software. It is real time so sometimes not entirely accurate. [Zoom CC](#) is limited to Zoom clients and cannot be used by our other program distribution methods. We have discussed CC numerous times over the years as a way to improve our support of the community but it is extremely costly and adds significant workload finalizing each program.
- Due to the onerous requirements of CC the FCC exempts small stations under \$3 million annually. If however we decide to offer CC the ADA requires we offer it on all channels. GTM currently has 4 TV channels 3-SD and 1-HD. Also ADA requires minimum CC accuracy levels that will require manual editing of each program.
- Chris G. checked and currently no other NH PEG stations offer CC.
- Chris spoke to several vendors of CC equipment and the lowest quote he received was \$62,000 per channel. Subsequent years incur a \$5,000 per channel annual support fee. Due to the number of meetings we support purchasing this equipment is cheaper than paying a service a per minute rate.

GTMAC membership

- Dave Alcox and Tim Finan terms end this year. Vote to re-appoint them to 3 year term postponed until next meeting

Videos

- Jon's TV production students are covering boys and girls home basketball. We will be providing limited coverage of away games.
- PSA walk through at 127 Elm St, the expansion of Keyes Field. Comparison of building condition 3 years ago.
- Fire Marshal has deemed the Bales School unsafe and students will no longer be allowed to attend class as of next school year. This affects about 30 students. Building walkthrough video shoot with Bill Cooper planned for next week.
- There have been several water main breaks recently, Tom asked about doing a PSA. Chris G. said that is on the TO-DO list for spring. Tim suggested getting Bob Courage involved.

Policies and Procedures Discussion – no update**December 9 2021 Minutes**

Approval vote deferred until next meeting.

Upcoming Meeting:

24 Feb 2022 @6:00 PM Hybrid Zoom

Adjourn:

Meeting adjourned 7:29 PM.

Respectfully submitted: Tom Schmidt