



# Granite Town Media

## Advisory Committee

### Meeting Minutes

25 June 2020

**Present:** Dave Alcox, Kevin Federico, Tim Finan, Chris Gentry, Chris Labonte, Tom Schmidt, Jon Teger, Nathalie Watson

**Absent:** Wade Campbell, Lisa Griffiths

**Guests:** Andy Kouropoulos

*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:**

Meeting called to order 6:04 PM

### **Manager Report**

- Comcast equipment install – Comcast Mont Vernon headend upgrade is in process. When completed we will have digital TV upload and 3 SD and 1 HD channels.
- GTM equipment upgrade @MHS – no update
- Comrex equipment purchase – expect delivery in 2 weeks
- Chris and Andy set up a mini makeshift studio in town hall basement, two cameras and single audio. This makes it easier to record interviews. Studio may also be used by producers creating GTM content.

- Working to configure town hall auditorium for in person meetings. Current plan is to have board/committee members on stage to maintain social distancing and widely spaced chairs for the audience. Chris L. asked Chris to evaluate using Zoom to allow remote audience access for people not comfortable attending in person. This will allow them to interact, not just watch the meeting. Kevin indicated Raymond is using Google Meet for their meetings and will forward technical info. Conducting in person meetings in the auditorium makes good use of the equipment we installed earlier this year and will allow as many people as possible to interact either physically or remotely.
- Chris and Bruce D. (IT Director) are investigating installing a few fiber runs in town hall. This will allow GTM to originate live programs over multiple distribution channels: Cable TV, YouTube and Facebook. In addition the fiber will be used to interconnect town and GTM internet connections increasing flexibility and redundancy. Cost is TBD but estimated to be a few thousand dollars for material and labor.

### **Video projects**

- GTM has about 1000 followers on Facebook and 90 subscribers on YouTube.
- Production of multiple graduation videos went well and was much appreciated. The outdoor theater event was at capacity of 75 cars due to distancing.
- Upcoming video: Rotary 100 holes of golf.

### **Policy and Procedures manual revision**

- No update

### **Minutes**

Minutes approved as presented – Tom moved/Jon 2<sup>nd</sup> 5-0-2 Dave abstain, Kevin yea, Tim yea, Chris L. abstain Tom yea, Jon yea, Nathalie yea, .

### **Upcoming Meeting:**

23 July 2020 6 PM – most likely another remote Zoom meeting

### **Adjourn:**

Meeting adjourned 6:55 PM

Respectfully submitted: Tom Schmidt