



Granite Town Media

Advisory Committee

Meeting Minutes

28 March 2019

Present: Dave Alcox, Tim Finan, Chris Gentry, Lisa Griffiths, Chris Labonte, Tom Schmidt, Jon Teger

Absent: Ron Carvell, Joe Kasper

Guests:

Call to Order:

Meeting called to order 7:00 PM

Welcome Chris Labonte new Board of Selectmen representative

Minutes

Minutes approved as presented, Tom moved/Dave 2nd AIF, Chris Labonte abstained.

Term Renewals

- Tim, Lisa, Dave terms end this year. Tom moved/Dave 2nd to approve 3 year renewal AIF. Tim will forward request to Tina to have term renewals placed on the BoS consent calendar.
- Lisa requested to be restored to active status. Tom moved/Jon 2nd AIF.
- Tim recommended we schedule work group time to revise the bylaws

Officer Election

Postponed: Joe was unable to attend and Kevin Federico may want to join committee as a community member.

GTM Manager Report and Status

- Facebook views, likes and followers are up substantially
- Video on demand stats: town deliberative session, 70 views, School board Feb 18 34 views, and School deliberative session 30 views. Total of 330 VoD views for all videos over the last two month period.
- The fiber optic link between the Police Department and Ambulance Bay has been installed and testing begun. This extends the town's LAN to the Ambulance facility. Once we have the right equipment will allow us to cover live events at both facilities.
- The long delayed GTM high school cabling upgrade is moving forward. Walkthrough scheduled for April 23rd to scope out the project and determine drop locations. Installation will be performed during the summer school break. The existing copper Cat 5 cable will be removed and replaced with a hybrid fiber

optic/copper wiring scheme. As part of the walkthrough will also scope out equipment needs for station HD upgrade.

- Security cameras were installed at the Transfer Station. In addition a web cam similar to the one installed on Town Hall was installed and will be viewable on the town web site.
- Began covering MACC base board meetings. GTM will be making the programs available to other MACC base member towns. In addition plan is to offer to host MACC base info and agenda on the Milford site.
- Chris worked with Recreation, Library and Water Department to allow them to publish event information on the Carousel bulletin board system. Working with PD and Fire to enable designated a person to update slides.
- Chris requested authority to purchase a [DJI Mavic 2 enterprise dual drone](#). This will be used primarily to create GTM programs but will be made available to other departments on an as needed basis. Chris is a licensed drone pilot and will work with town departments to have a second certified drone pilot. Tim moved/Tom 2nd authorization to spend not more than \$4,200 on drone and accessories. We asked Chris to determine if town is willing to partially fund drone cost. Jon mentioned the high school has an earlier version of the Mavic drone.
- Chris will be attending the [Alliance for Community Media](#) 2019 annual conference in Portland, OR July 10-12th. Goal is to develop FCC lobbying strategy to protect the way Cable franchise fees are calculated as well as attend numerous technical workshops. In addition the New Hampshire Coalition for Community Media ([NHCCM](#)) has been working with the NH congressional delegation to express statewide concern. Expected trip cost will be about \$2,000.
- Chris presented the revised Assistant Media Manager job description. Next step will be presenting it to the BoS for their approval.
- Chris hired a new videographer: Alex Berry.

Financials

- Expenses for first quarter of 2019 (as of 3/28) were \$24,554 for GTM operation funded by the Cable franchise fee and \$2,577 for web site maintenance funded by general revenue.
- Final numbers are not yet available for revolving fund balance as of end of calendar 2018, estimated to be \$340,000.
- Q4 2018 Comcast franchise fee payment was \$42,126.

Channel Branding

Chris wants to create logo overlay superimposed on the video on a per channel basis. Tim suggested using high school students to create the channel logo. We did that in the past with much success to create the GTM logo and musical score.

Video projects

- Meet the School Board Candidates program was held Friday prior to the election and not posted until Monday. This meant there was not much time for citizens to hear the candidates. Dave recommended in future GTM work to schedule these critical informational programs earlier to give voter adequate time to view.

- Election recount. The recount for the two open school board positions was broadcast live on Facebook, as there was another meeting being held in Town Hall. Chris will post it as a VoD for anyone who wants to watch the entire 3 hour process. The live recount on Facebook had about 700 views.
- Preliminary election results were posted on the web site and carried live on Facebook, about 400 Facebook views.
- Chris will be presenting at the Milford Historical Society April 17th to discuss ways to expand coverage.
- Dave will submit two recent We the People videos. As per last year cost is \$400 per program.
- About Milford series
- Milford Economic Moment – working with Lincoln Daley Community Development to highlight local craftsmen.
- Conservation Commission – Trails of Milford
- Library Listening Session – April 3rd
- Water Department hearing – April 1st

Upcoming Meeting:

25 April 2019 7 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 8:51 PM

Respectfully submitted: Tom Schmidt