



# Granite Town Media

## Advisory Committee

### Meeting Minutes

22 October 2020

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

**Absent:** Kevin Federico, Lisa Griffiths

#### **Guests:**

*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**

- CARES act reimbursement – Received \$22,000 of the \$30,000 submitted. Note this is for GTM equipment used during the pandemic; it does not include town or school submissions. At this point CARES monies have been exhausted. We continue to track expenses in case there is the second round of reimbursement.
- General election coverage – PSA describing new voter layout at the high school. Chris is trying to borrow a portable video switcher to allow us to do split screen video so folks watching live will be able to see both cameras. Will also be covering preprocessing mail in ballots. As during the primary will show moving

the sealed ballot boxes from non-mask voter area and new voter registration area to the optical scanners for tabulation. Due to COVID-19 we expect a much higher quantity of absentee ballots than previous elections.

- Comcast equipment upgrade – new multi-channel digital modulator has been installed and Comcast Mt. Vernon headend upgraded. Cutover to new equipment and removal of analog gear by mid-November. Digital equipment will deliver better audio and video even on the existing SD (standard definition) channels.
- High school equipment upgrade – as part of the Comcast upgrade we will finalize upgrade of high school GTM equipment and remove obsolete analog gear.
- Comrex equipment – everything is in house and the receiver has been installed in GTM equipment rack. We now have the ability to deliver live coverage anywhere we have an adequate internet connection.
- Sports and meeting coverage
  - Note: most of these programs are also available on Facebook and YouTube.
  - GTM produced 51 programs during the last 30 days.
  - Pumpkin Festival: runner, variety show, and pumpkin carving
  - Ambulance Service captain promotion
  - Vietnam Memorial fund raising
  - Heron Pond/Jacques fire prevention
  - Absentee ballot PSA
  - Budget advisory committee Zoom meetings – Chris is working audio problem: fine for remote attendees but difficult to hear in person
  - Covered home high school games and made videos available to other teams. Unfortunately coverage of away games is difficult due to COVID 19 social distancing and not all away games are being recorded by their respective town.
  - Jacques Halloween around the oval march is not feasible this year. Chris is working with school to record alternate event.
- Town hall fiber installation – no update
- Budget season – covering town and school budget committee meetings. GTM budget must be submitted by Jan 15<sup>th</sup>.
- Video camp – Chris is working with Recreation Department to create video production/pod casting kid's camp. Goal is to help children learn video production skills.

**Policies and Procedures Discussion** – no update

**Minutes** - 24 Sept 2020 approved as presented: Tom moved/Jon 2<sup>nd</sup> AIF

**Upcoming Meeting:**

Due to November and December holidays last meeting of 2020 will be December 10<sup>th</sup>  
@6:00 PM via Zoom.

**Non-Public**

6:56 PM entered non-public meeting

Tom moved/ Jon 2<sup>nd</sup>, AIF. As Chairman of this Committee, pursuant to RSA 91-A:3 II(a) personnel meeting is now non-public.

**Return from Non-Public -7:43 PM**

- One vote was taken and one decision made
- Vote to seal minutes: Jon moved/Tom 2<sup>nd</sup> AIF

**Adjourn:**

Meeting adjourned 7:45 PM.

Respectfully submitted: Tom Schmidt