



Granite Town Media

Advisory Committee

Meeting Minutes

24 September 2015

Present: Dave Alcox, Kevin Drew, Kevin Federico, Tim Finan, Don Jalbert, Joe Kasper, Mike McInerney, Tom Schmidt

Absent:

Guests: Mark Bender, Town Administrator

Call to Order:

Meeting called to order 7:00 PM

Minutes

Minutes approved with corrections.

Financials – Mike provides current financial spreadsheet. GTM is operating well within proposed budget.

Work Item Status

- **Quality Control** - Proactive monitoring of Comcast PEG channels, EZStream feed, Program guide and oval web cam to rapidly detect problems. Mike will verify each in the morning and evening with a goal of less than 24 hour mean time to repair.
- **Oval Web Cam** – the web cam is up and running. Camera is accessible via a link on the town web site home page. Mike will explore adding the web cam as an insert on the bulletin board PEG channel.
- **Technical Documentation** – Committee requested documentation for ATC and Town Hall equipment and content producers submission requirements. Mike will survey neighboring PEGs and email committee with submission requirements and work with his technical support contacts to document GTM equipment.
- **Meeting Coverage Expansion** – Water and Sewer commissioners is the next meeting. First meeting will be before the end of next month
- **GTM Minutes** – GTM minutes are now up to date on the town web site.
- **Track Your Ballot** – discussed changing web page links to make it less confusing.

Equipment Upgrades

- **Mobile camera kit** has been ordered and should arrive by October 12th.

- **Meeting room furniture** – Intent is to equip room with furniture used for meetings held in the auditorium, eliminated the expense of purchasing additional furniture.
- **Town Hall rear Auditorium speakers** – This is a relatively low priority project to improve sound quality. Being a historic building it is difficult to run wires from the rear balcony to the stage. Completion scheduled prior to the town deliberative session.
- **EZStream caching server** – Upon further discussion with Bruce Dickerson, IT Dir it may be feasible to utilize a virtual server, eliminating the space and power consumed by a physical computer to facilitate uploads to EZStream. Mike mentioned it may be possible to utilize some of the Comcast dark fiber between Town Hall and the ATC to provide a high speed connection. This will eliminate the need for a caching server.

Video Projects

- **Ladies Behind Bars** - library presentation was delivered Sept 12th.
- **Green Bridge and Water tower removal.** Unfortunately both schedules changed and ended up occurring the same day. We had hoped to obtain a copy of the bridge contractor's time lapse video but it was not available.
- Tim brought up the possibility of a Facebook page. Tabled for future discussion.
- **Sports Coverage** – boys/girls soccer, field hockey, football, boys bubble soccer tournament and away boys soccer.
- **District GTM link** – Don will verify what happened to the link. It appears to have disappeared from the school web page.
- **PSAs** – played police department PSA related to ongoing drug problems. Back to school safety is in the works. Teenage bad decisions is complete, just needs additional voiceover work.
- **Ambulance Service** – working on a recruitment video.

Non-public Session (RSA 91-A:3, II(a) Personnel. Committee met in non-public at 8:25PM. Committee returned to public session at 9:10PM. No votes were taken.

Portable Cameras

Mike proposed purchasing 5 portable cameras to be used by ATC students. Committee voted unanimously to purchase five portable cameras and related accessories. Cost to be shared equally between GTM and ATC. Cameras will be used for ATC student video projects suitable for airing by GTM. Total equipment cost not to exceed \$11,500.

Upcoming Meeting:

22 October 2015 7 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 9:20 PM

Respectfully submitted: Tom Schmidt