



Granite Town Media

Advisory Committee

Meeting Minutes

17 November 2016

Present: Dave Alcox, Kevin Drew, Kevin Federico, Tim Finan, Lisa Griffiths, Joe Kasper, Mike McInerney, Tom Schmidt, Jon Teger

Absent:

Guests:

Call to Order:

Meeting called to order 7:00 PM

Minutes

Minutes approved, Dave moved/Tom 2nd AIF.

Streaming Upgrade

- Approved Tightrope equipment purchase not to exceed \$16,000 to replace EZStream (2 streaming servers, 1 VoD server, installation and conversion of old programs) Tom Moved, Joe 2nd AIF
- Gear should arrive and be installed within 4 weeks, EZStream goes dark Jan 1.
- Expected life expectancy of existing Tightrope SX4 station automation server is conservatively estimated at 7 years. SX4 was purchased mid2012. Once new equipment is in place and everything running smoothly Mike will purchase and sequentially replace each drive in the RAID array minimizing the chance of catastrophic failure.
- Tom asked about possibility of doing on-the-fly closed captioning. GTM looked at this several years ago but the technology has advanced. Kevin F. did a quick Google search and found several interesting possibilities. Mike expressed concern about workload impact. We have two workflows, 1) meetings that are broadcast live and 2) ones that are recorded for later broadcast. Need for extensive post processing will delay broadcast/VoD. Mike will investigate and make a recommendation.

2017 GTM Financials

- Mike presented proposed 2017 GTM budget with penciled in figures. Once it is available in electronic form will be emailed to committee. Proposed 2017 budget approved Tom moved, Tim 2nd AIF.
- Tim asked if there is any training worth adding to the budget, Mike said no.
- Discussed staffing requirements. Heaviest workload is in winter with meetings and sports events, very low during the summer. Scheduling issues are primarily driven by videographers' non-GTM commitments (i.e. sports and jobs).

Video Projects

- Winter boys and girl basketball
- Mock high school election did not get recorded
- Multiple student Pumpkin Festival videos are in the rotation. Tom asked Mike to make them available as VoD.
- Town and school budget committees meeting regularly. Overlap makes for difficult scheduling
- Library fountain/statue restoration – ongoing project.
- Ongoing discussion with NHPTV about interviewing Milford residents and GTM filming behind the scenes program of the Our Home Town series.
- Next group to add to expanded meeting coverage: Milford Heritage Commission
- Jon said revised Heroin PSA is complete
- Lisa will investigate covering Santa Comes to the Oval Dec 3.

Equipment Upgrades

- The Compix system used to title BoS room meeting died. Mike will set up another computer with PowerPoint to title BoS room videos.
- Mike is scheduling work to extend the SDI video feed to the Banquet hall. This allows us to set up a monitor when room is used for overflow.
- The problem using our mixer to feed digital audio over the SDI feed is unresolved. Fallback is to continue using analog audio between auditorium and BoS rack.
- We purchased an IP based camera to replace to NEST oval cam. This did not work out. At this point unable to return for credit, about \$100. Mike is checking with other town departments to transfer asset.
- Joe asked for an updated version of the notes from the March equipment upgrade meeting attended by: Mike, Tim, Tom and Bruce D (IT Dir.).

GTM Staff Shirts

- We are out of GTM crew T-shirts. Mike will order more and being winter will order long sleeve shirts.

Web Site Work Session

- Mike will update web site with new GTMAC members and videographers.
- Need to schedule a work session to review web site home page. Mike stated he has not heard back from the developer with proposed changes.
- Kevin F. asked for access to sandbox version of the web site. Once he gains access will review and recommend changes for discussion.

Upcoming Meeting:

22 December 2016 7 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 9:06 PM

Respectfully submitted: Tom Schmidt