



**Granite Town Media**  
**Advisory Committee**  
Meeting Minutes  
23 Feb 2017

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

**Absent:** Dave Alcox

**Guests:**

**Call to Order:**

Meeting called to order 7:01 PM

**Minutes**

Minutes approved with corrections, Tom moved, Tim 2<sup>nd</sup> AIF.

**February High Priority Project Status**

1. 2017 Revolving fund budget. – no update
2. Purchase and install replacement HDDs for Tightrope SX4 server. Drive type has been identified, need total of 8 drives however the exact drive is no longer available. Ordered first replacement drive for \$184, if that works will order the remaining 7.
3. Expanded Meeting coverage Milford Heritage Commission and Cemetery Trustee – no update.
4. Long sleeve GTM shirts. - order placed
5. Auditorium audio problem. - cabling relocated, problem resolved

**March High Priority Projects**

1. Email GTMAC members 2017 Revolving fund budget.
2. Tightrope SX4 hard drive replacement
3. Expand meeting coverage Milford Heritage Commission and Cemetery Trustees
4. GTM crew shirt order
5. Stream GOV and EDU channels via Facebook

**GOV Channel Tightrope Streaming Server**

Newly purchased server failed, was replaced at no cost. EDU and GOV streams are working normally.

### **Record Programs Directly into Tightrope Server**

This will require minor additional hardware to feed live programs into the Tightrope system. This should reduce workload for meetings that do not require significant post production editing: simple removal of dead time at beginning and end. Other programs will be handled as they are now.

### **Website**

Mike is switching to a new web site development company [Virtual Towns & Schools](#) specializing in municipalities and schools. Several other local towns use the company and have been pleased with the relationship. They are a Drupal shop so will be able to import our existing site, make various modifications and be up and running with minimum effort and risk. Conversion cost is \$9,000 spread over two years with hosting another \$2,500 per year. GTM portion of the conversion will be about \$1,500 this year only. Upgrade to next generation Drupal 8 in a year or two is expected to cost \$1-3,000, significantly less than our current provider. Estimated go live date of the new site is 4-5 months.

### **Comcast Franchise Renewal**

Comcast franchise agreement expires midnight Sept 7, 2018. Mike will schedule a meeting with Bryan Christiansen of Comcast to go over the details. Area of focus, what services are included in the 3% franchise fee? As alternatives to linear TV programming (i.e. cord cutting) become more popular how will this affect the GTM budget. The other area to explore is what if anything we can do to improve services for Milford customers and GTM.

### **Sports camera ([JVC GY-HM200SPU](#))**

Mike requested authorization to purchase a new camera, optimized for sports coverage. When used with an iPad it allows addition of on the fly graphics overlay. Kevin F. moved/Tim 2<sup>nd</sup> authorization not to exceed purchase \$3,000 AIF.

### **School Lecture Hall Upgrade**

Kevin Federico requested Mike look at feasibility of implementing a multi-camera setup in the lecture hall to improve production quality. Ideally this will also entail rearrangement of the room to facilitate TV coverage.

### **Live Stream Facebook**

Tim requested Mike investigate streaming the EDU and GOV channels on Facebook. We already stream on the Internet so it ought to be easy to add Facebook as another delivery vehicle.

### **GTM History**

History updated to bring it current through the end of 2016. Will be posted on web site shortly

### **Video Projects**

- Deliberative Session – town (6.5 hr.) and school deliberative sessions (4.5 hr.) went well. Town Hall auditorium audio problem has been resolved. First time using the newly installed SDI digital link.
- Winter Sports – covered wrestling and boys and girls basketball. Noted the dim lighting during wrestling is due to deliberate lighting decision to spotlight the wrestlers.
- Held a Board of Selectmen candidate forum, moderated by Dave Alcox on Feb 22<sup>nd</sup>. Work is in progress to hold a similar event for School Board candidates.
- Kevin Federico asked Mike to investigate feasibility of doing a video demonstrating why the school district is requesting funds for capital improvement, much like he did for the library.

### **2017 Community Media Goals**

1. Convert town web site to new provider
2. Stream EDU and GOV channels on Facebook Live to provide another method for folks to access GTM programs.
3. Keep up with the monthly GTMAC high priority to-do list
4. Replace GTM copper cabling in HS with fiber
5. Increase GTM coverage of events in Milford. Work to ferret out relevant events to cover and provide an easy way for interested parties to request GTM coverage.

### **Upcoming Meeting:**

23 March 2017 7 PM Board of Selectmen meeting room

### **Adjourn:**

Meeting adjourned 8:30 PM

Respectfully submitted: Tom Schmidt