



Granite Town Media

Advisory Committee

Meeting Minutes

23 March 2017

Present: Dave Alcox, Ron Carvell, Joe Kasper, Mike McInerney, Tom Schmidt

Absent: Kevin Federico, Tim Finan, Lisa Griffiths, Jon Teger

Guests:

Call to Order:

Meeting called to order 7:04 PM

Minutes

Minutes approved: Joe Moved/Dave 2nd AIF.

Membership Change

- Ron Carvell replaced Ken Drew as School Board representative. One of Ron's goals is to work with GTM to improve production quality of meetings held at the school.

March High Priority Projects

1. Email GTMAC members 2017 Revolving fund budget. – done
2. Tightrope SX4 hard drive replacement – in process
3. Expand meeting coverage Milford Heritage Commission and Cemetery Trustees – 1st Heritage Coverage Mid-April, Cemetery meetings are ad hoc, no meetings are currently scheduled.
4. GTM crew shirt order – ordered due next week
5. Stream GOV and EDU channels via Facebook – no update

April High Priority Projects

1. New web site
2. Tightrope SX4 hard drive replacement
3. GTM crew shirt order
4. Stream GOV and EDU channels via Facebook
5. Record School and BoS room meetings directly into Tightrope SX4 server

Financials

- Mike emailed the 2017 budget.
- Capital equipment revolving fund balance is \$0, Franchise fee fund balance as of the end of 2016 is about \$145k.

Tightrope HDD replacement

- The Tightrope SX4 RAID drives need to be replaced as a preventative maintenance measure.
- The first drive has arrived. Prior to installation Mike will back up system software prior to swapping out the drive. As drives are replaced the RAID system will automatically incorporate the new drive into the system.
- Due to the size of the storage array this will be a lengthy process and needs to be done in conjunction with reformatting programs to make them suitable for video on demand. Currently we still have about 600 old programs to convert out of a total of 880.

Website Development Status

- Initial kick off meeting held Monday with web site developer and department heads.
- Mike will conduct additional meetings to develop high level look and feel. At that point developer will create a mock up for further refinement.
- Mike will create a form for citizens to make suggestions.
- As part of the contract the developer will import Meeting Minutes for the previous 2 years. Mike will investigate cost to have developer go farther back so citizens have online access to more history.
- Estimated go live date end of June or early July.

Recording Directly into Tightrope SX4

- Currently meetings are recorded off line and then manually transferred to the Tightrope SX4 system. This repository is used to feed EDU and GOV PEG channels and is the source for VoD.
- Real time recording will improve work flow and reduce delay between event and being available.
- This enhancement requires some minor change to GTM equipment, specifically the ability to feed live streams into the Tightrope SX4 server. Equipment requirements have been identified and need to be installed.
- The Tightrope system has limited editing capability but for most meeting the only editing required is to delete dead time at the beginning and end of the meeting.

Town Vote

- Results of the town vote have been posted on the web site.
- Prior to the next election (town 2018) will work to see if we can streamline publishing election results to: news media, Secretary of State, and the town web site to speed up the process.

Comcast Contract Renewal

- The Comcast franchise agreement expires September 2018.
- Tom asked Mike to research other franchise agreements to determine if there are contractual changes that will benefit the town.

- The committee plans to meet with Bryan Christiansen Comcast Senior Manager of Government and Regulatory Affairs to discuss possible changes and make recommendations to the Select Board.

Video Projects

- Dave discussed the We the People Project and the April 25-28 student trip to Washington DC. They will create a civic engagement program for airing on GTM.
- Boys/Girls basketball and wrestling. Covered almost all home games. Gearing up for spring sports.
- Looking at ways to expand coverage of addition town events and items of interest.

New Mobile Camera

- Camera should arrive Friday or early next week.

Non Public Session

- Motion by Dave/Tom^{2nd} AIF committee moved to non-public session pursuant to RSA 91-A:3 Personal.
- No votes were taken

Upcoming Meeting:

27 April 2017 7 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 8:45 PM

Respectfully submitted: Tom Schmidt