

Minutes of the New Gloucester Cable Television Committee Meeting – August 10, 2011

Those in Attendance:

Committee members: Bob MacGregor (Chair), Richard Erwin (Vice-Chair), Patti Mikkelsen
Excused absence: Steve Brissette
Public Participant: (None)

Call to Order:

Bob MacGregor called the meeting to order at 7:00 p.m.

Election of Officers:

- A motion was made to elect Bob as Committee Chairman (Patti/Richard). Motion carried 3-0.
Note: Bob predicated his acceptance on this being his last year serving at this post.
- A motion was made to elect Richard as Committee Vice-Chairman (Patti/Bob). Motion carried 3-0.

Minutes:

The June 8 meeting minutes were approved as presented (Richard/Bob). Motion carried 3-0.
(Note: There was no meeting held in July.)

Technical Report:

Richard presented his 8/10 technical report.

Next Meeting:

The next Cable TV Committee meeting was scheduled for Wednesday, Sept. 14, 7 p.m. at The Meetinghouse.

Public Participation:

None

Streaming/Video on Demand Update:

Bob reported that a dedicated line for a video streaming internet connection is due to be installed by a Time Warner Cable technician soon. When that has been completed, Bob will notify Eric Spenlinhauer of Town Hall Streams to arrange for implementation of this service.

Current and Future NGTV3 Productions:

- Bob said that he watched two recent productions, “Maine-Made Automobiles” and “Made in New Gloucester Furniture Fair,” and he found them to have interesting content.
- Patti suggested that as a follow-up to “Maine-Made Automobiles” that NGTV produce a show about horse-drawn transportation. She said that the Skyline Farm Carriage Museum in North Yarmouth and New Gloucester’s History Barn would be good places to record such a video.
- A discussion took place pertaining to the 2010 New Gloucester Community Fair program which is currently being edited. All agreed that the program should be finished in time for broadcast before this year’s fair, scheduled to occur on Oct. 15th.

Update on New Camcorder:

Richard reported that the new Sony camcorder had arrived yesterday. The controller, camera case, and zoom lens are yet to arrive.

Draft of Revised Policy and Procedures Manual:

Revisions to the manual made by Bob were reviewed. Several small changes were identified. Bob will incorporate them for further review, and then the revised manual will be forwarded to Town Manager Sumner Field for approval or further action.

Committee Missions and Appointments:

- Bob said that he received a request from Mr. Field to review our committee's mission statement and update, if needed. Changes to our committee's mission statement were made, and Bob asked Patti to make those revisions and send him (Bob) the final product.
- Mr. Field also requested that our committee review and comment on a revamped committee application that is being proposed. Richard suggested rewording in several areas to relax the tone.

Other:

- Bob noted that our committee should start working on our FY13 budget at the September meeting.
- All committee members present agreed that a Leightronix Nexus or UltraNexus video server should be considered as a possible CIP request. Patti suggested that the capital grant in the contract with Time Warner Cable would be a logical potential funding source.
- Patti reminded the committee that the inventory list needs to be updated.

Adjournment:

A motion to adjourn the meeting was made at 8:57 p.m. (Patti/Bob). Motion carried 3-0.

Minutes were submitted by Patti Mikkelsen (recorder).