



BCTV COMMITTEE MINUTES

September 24, 2013 at 6:30PM

Committee Members Present:

Derek Gould, Chair
Vicky Stone
Terri Wright

Volunteers: Tom Wright
Lisa Huestis

Meeting Coverage

Wednesday, September 25, 2013 – Board of Appeals

Tuesday, October 1st, BOS Meeting 6:30 PM

Lisa - Derek

Thursday, October 3rd, Planning Board Meeting 6:30PM

Vicky

Thursday, October 3rd, School Board Meeting

Terri & Tom

Thursday, October 17th, School Board Workshop at NHS on Numeracy 7-8PM

Terri & Tom

Lisa Huestis told the Committee she noticed the calendar in the office had every Wednesday marked off for meetings. Unfortunately, it had nothing listed beside it. Vicky Stone asked if we should be taping these meetings, she believed they had to do with the Town Warrants.

Lisa asked if the Committee had sought alternative ways to recruit students/parents to help us cover School Board meetings. Terri and Derek explained we had both sought to establish ties with the HS in a variety of ways – unfortunately all organizations/groups are finding it difficult to recruit volunteers. If we pay, they would be more than happy to assist.

Tom Wright said he would continue – as long as able – to provide coverage of these meetings. They represent more than ½ of our budget for the town.

All agreed it would be great to have back up coverage for videotaping meetings – especially the School Board. However, it would be much easier if we could convince the No. Berwick Community Station to purchase the equipment and keep it at the HS for use by staff and students. This would mean alleviate our volunteers

We need back up people – perhaps stress (Derek) – approach at next meeting they may want to start looking into it. Perhaps we can use the air time to recruit volunteers. Bring it up and tell them we need to think of this. Issue of coverage.

Executive Sessions – Recommended Changes

Review wording – Terri will distribute to Chairs – School Board, Selectmen, Planning Board

If the Board votes to enter Executive Session, and have no intention of returning to conduct business, the Chair will read this statement aloud for the viewing audience.

“The Board has voted to enter Executive Session. No further businesses actions will be discussed and we will only return to close our session.”

Lisa recommended we create a slide that states this as well. Along with the 1 minute viewing.

Derek asked if we have tried pausing the video tape if they go into executive session. I said no, we need to look at this. I believe we stop the recorder but the program continues to air. Then we start the program again. Does it go onto another tape, we are not sure.

BCTV Logo Items – Via Deb & Duke

Tom spoke about the logo – they have polo’s and long sleeve shirts they do a lot of business with. Some come in tall. Not all cotton – but he said with these, the colors carry over.

Derek took the catalog home to review.

BCTV Projects

Saturday morning soccer game (recruitment) –

Tercentennial – Lisa – November – official viewing of documentary 250th & 800 pictures and stuff Terri has edited so far. Then we are going to get a big screen to show it on. This will go into the Time Capsule.

Puppet shows (2)

Cemeteries

Hussey School – Have DVD-Need to assure releases are signed.

Budget

Derek explained that Maureen had given him a printout – This indicated a payment of \$25,242.51. However, it appears we are being charged for Comcast 2 X/month. 119.85 payment / then another for 123.12 /Lisa thinks the second one is the Town Hall and not ours. Derek said the Town budget has 48,000 in our account and we show 52,021.

Maureen explained that our budget is generated manually and once the auditor gives us the final numbers, we will close out last year. Then, the finance department plans on setting up our own budget. Rather than what we currently see, we will see a line items and the activity from the computer. Derek liked this and said it will be easier to track how well we are doing.

Equipment

Tom shared with the Committee the information he gained during a trip to Access AV. He did bring up the tower computer rather than a laptop. Unfortunately, when he visited, the showroom was empty. They were at a trade show – he did get the following information:

A Shotgun microphone would be between \$300-\$350.

Portable microphone kits for presentations or interviews - \$600

The Committee liked the idea of purchasing these microphones. They would work for public hearings, and with a third camera if we needed to. The Tricaster will take three inputs.

The Committee talked about our problems with the Nexkon system. We must remind one another to shut this system off every time we use it. Vicky mentioned that the problems we had with heat in our control room might have also led to problems with our equipment.

Lisa Huestis asked about moving the camera beside the entrance. Derek said they had tried using that camera behind the Selectmen. However, this led to problems as well.

Other

Terri said she contacted Tony Vigue and we do not have a complete list of info from CTM stations.
Salary/

Derek said we really need to sit with the Town manager about our space requirements. He would like to have Access AV come down and set up a new space when we negotiate where it will be.

Adjournment

Next meeting – October 24th, 2013 6:30PM