



Granite Town Media
Advisory Committee
Meeting Minutes
25 July 2013

Present: Dave Alcox, Rosie Deloge, Tim Finan, Andrew Jeffery, Mike McInerney, Tom Schmidt

Absent: Kevin Drew, Mark Fougere, Joe Kasper,

Guests:

Call to Order:

Meeting called to order 6.00 PM

Minutes

June minutes approved with corrections.

Old business

BoS approved purchasing portable sound system at their July 8th meeting. GTM will make the equipment available to other town departments and community organizations. Mike is developing a simplified set of user instructions. Mike will check on insurance issues if equipment is loaned to non-town organizations.

BoS approved GTM by-law revisions at their July 22 meeting. Mike will post the updated by-laws on the web site.

Mike is uploading Ambulance camera time lapse video in 1-week segments to [Vimeo](#) with links from multiple pages of town web site. Live streaming is still not operational, Comcast drop has been installed but we are experiencing technical problems with video upload. Bruce has been busy with other IT problems. Andrew mentioned that Mike may want to do a video tour of the Ambulance building now that the walls are up.

Third channel PEG activation waiting for Comcast to replace one of the audio upload devices. When that is replaced all three Milford PEG channels will be sourced from the high school/ATC. Live events originated at Town Hall will be sent over fiber optic link from Town Hall to equipment at the ATC. A smart switch at the ATC automatically changes uplink feed from ATC to Town Hall when it detects an active signal from Town Hall.

Town Hall electronic bulletin board waiting on lobby repainting.

New speakers will be temporarily installed in Town Hall auditorium for Contra dance.

GTM coverage of Recreation committee has begun. Mike met with Conservation committee members to answer question about GTM coverage. Coverage will begin with their September meeting.

New Business

Mike is investigating using [Shure SCM820](#) digital mixers to improve audio quality. The new mixers automatically enable/disable microphones minimizing feedback problems. Intent is to use two 8-channel units for BoS meetings and two 8-channel units for School board and other events at the high school. The existing older mixer in the BoS meeting room will be relocated to town hall auditorium to support non-GTM events. Committee requested Mike hold off on purchase until a decision is made on camera upgrade to BoS meeting room. Once that is finalized plan is to upgrade both video and audio capabilities at the same time.

Mike is working on PSAs about: the transfer station, solid waste video at the wastewater treatment plant and distracted driving. Committee requested he add a PSA about GTM.

Mike will add videographers' names to Community Media staff list on town web site

Discussed how GTM is made aware of one-time public interest events. Mike indicated department heads have been pretty good at letting him know in advance. Tom asked about covering occasional public interest at the Wadleigh library. Mike will follow up with Michelle Sampson, Library Director, to determine how best to add library events to GTM coverage.

Discussed ways to increase GTM visibility and recognition. Mike will look into purchasing: hats, polo shirts (summer), vests (winter), and a table skirt with GTM logo. Andrew indicated it might be cost effective to purchase small USB flash drives and load them with GTM PSA to be given out at public events. Andrew will investigate sourcing low cost flash drives.

Upcoming Meeting:

22 August 2013 6 PM Board of Selectmen meeting room

Adjourn:

Meeting adjourned 7:40 PM

Respectfully submitted: Tom Schmidt