Cable Advisory Committee Meeting Minutes

Wednesday July 26, 2023 – 7:15 pm

381 Main Street =Town Office Building

1st Floor Hearing Room

Present: Kelly Scott, Kevin Bowe, Adam Stone, Wendy Reed

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| 1. Discussion of Meeting Minutes | Start time 7:24 pm  Minutes for 4/6/23 and 6/29/23 voted on and approved. |
| 1. PEG Fund Request from Wild and Native – Open Space | Discussion about the programs from FY23. Question was raised about the number of West Newbury Residents participating. We would very much like for the content to be available |
| 1. Discussion of allocation of $1,000.00 for potential emergency equipment replacement | In the past it was informal  -If chair is unavailable town admin can approve, then Adam will invoice for reimbursement. |
| 1. Peg Fund Request Form | Edited to ask for more pages attached if needed. End  Will work with town IT to make available as a google form. |
| 1. Draft Charge Language | Motion to send to Select Board |
| 1. 2nd Floor Meeting room Broadcasting | Success –no timeline for live broadcasting as it needs to be assembled and wired |
| 1. Server upgrade | Up to $15,000 to move forward with TellVue, as the server upgrade. Subject to Chair approval of itemized list of edits/additions to most recent Estimate. |
| 1. Field Kit and training | Once the Camera Kit is ready, citizens need to have 1 hr worth of training to be able to borrow the camera kit (or pass a checklist of skills) The borrowing of the equipment is contingent on creation of a show that can be aired on our WN Cable access channel.  Field Kits will be made available to borrow through the G.A.R. Library.  Editing details TBD |
| 1. Equipment replacement needs for 1st floor meeting room. | Plans to reconfigure the cable wires  CAC recommendation wires up off the floor as much as possible. |
| 1. Adjournment | 9:12 |