

In Attendance:

Greg Fraize, Chairman

Bill Millios, Coordinator

Todd O'Malley, Committee Member

Jose Rivera, Committee Member (remote)

Neal Janvrin, Committee Member, Select Board Representative

I. The Chairman called the meeting to order at 6:30 pm. All rose for the Pledge of Allegiance.

II. Neal made a motion to approve the minutes of March 20, 2023 and May 15, 2023, as written. Todd seconded and the vote was 4-0-1.

III. Board Members Status and Chair/Co-Chair vote. There was discussion of adding a Vice Chair position for coverage when the chair is not available. Neal made a motion to re-elect Greg as Chair and create a Vice-Chair position and elect Todd as Vice-Chair. The motion was seconded by Bill and passed 5-0.

IV. Chairman's Report

A. There was a brief discussion that Jose would be resigning from the Board at the end of July and will be sending a letter of resignation to Bill and Heidi.

B. Greg stated that at the last School Board meeting Paul Normandin, the facility director, came before the School Board and SAU to ask for end of year funds. They will be mounting 2 speakers on the wall and buying 6 wireless handheld microphones. Greg offered to see if FCTV would be interested in purchasing an additional 6 microphones at a price of approximately \$500, as this would provide enough microphones for all Board members and residents to use at town meetings. There was also discussion of FCTV purchasing 2 additional speakers to mount at the back of the gym for the larger meetings. Greg will bring information and pricing to the next meeting for further discussion.

V. Coordinator's Report

A. New HD Channel and Radiant unit update. Bill stated that things are moving along, and he has coordinated meetings with Xfinity and Key Code Media. Xfinity has hooked up everything in the control room and installed a new Radiant unit which requires 3-4 weeks of testing the signals. Key Code Media will then return to install two Blackmagic Convertor units. Channels 13 and 22 will stay standard definition but the signal from Channel 22 will also be HD with a new channel number. Bill will put out a press release when it is done.

B. The new Lumens Camera Switcher has been installed and all cameras are working fine. Bill reported that the white balance has been fixed. He will present a report at the next meeting when everything is completed.

VI. FCTV financials - There were 2 larger expenditures, a new camera as well as the Lumens Camera Switcher.

VII. New Business – Greg asked if the copies of past meetings that can be requested are standard copies or HD. Bill stated that the most recent 2 months are kept on Vimeo, and requests for any older meetings are simply uploaded to Vimeo for 1 month.

VIII. Next meeting: Neal mentioned the next meeting is **September 18, 2023**.

I. With no further business before the Committee Neal made a motion to adjourn the meeting at 6:55 pm. Todd seconded the motion, and the vote was unanimous 5-0.

Respectfully submitted,

Kathy Clement  
Recording Secretary