

In Attendance:

Bill Millios, Coordinator

Greg Fraize, Member

Neal Janvrin, Committee Member, Selectmen's Representative

Todd O'Mally, Member (remote via speaker phone)

I. The Coordinator called the meeting to order at 6:00 pm at the Fremont Town Hall basement meeting room. Present were Bill Millios, Greg Fraize and Neal Janvrin, with Todd O'Malley attending remotely. All rose for the Pledge of Allegiance. Tonight's meeting was live broadcast by Ian Fraize from FCTV.

II. Neal moved to approve the minutes of February 17, 2020. Bill seconded the motion and the vote was unanimous 4-0.

III. Greg asked the Committee if perspective member Jose Rivera-Hernandez would be in attendance during this meeting. Bill answered that he wasn't sure but that would contact Jose afterwards in the event Jose didn't attend tonight's meeting.

IV. Chairman's Report: Greg reported on the status of the FCTV Revolving account hand-out, which included the latest revenue from Comcast. He also added that he hasn't a chance yet to reach out to Sanborn High School's Media department regarding possible camera operators but that he plans to. Bill mentioned that the station is fine for now with control room operators but when the Town Budget meetings resume in September that there will be a greater need for operators then. Bill reached out to Todd and asked if he might be interested in learning how to record meetings in the control room. Bill recalled Greg once commenting that he felt that as a Committee member it was helpful to also know more about the station's equipment. Todd answered that he would be happy to do it.

V. Coordinators Report: Bill began by mentioning that due to the Covid-19 pandemic that except for the weekly Board of Selectmen meetings that most other town meetings were initially cancelled. Bill discussed how the Selectmen's meetings were being conducted with all of the participants observing the proper social distancing by being seated away from each other in the meeting room. He also mentioned that the School Board has held a number of meetings at the School. Bill thought that the normal schedule of town meetings would likely be returning soon but that they would mostly be remote meetings with only a few members in attendance and the rest in remote locations using Microsoft Teams. Bill mentioned that last week's Planning Board meeting was conducted in this manner and it worked out fine. Greg stated that future School Board meetings would have two members in attendance and the rest remotely using Zoom. Bill next mentioned that due to the Covid-19 pandemic that the station's slideshow had been constantly revamped with numerous new slides provided by Town Administrator Heidi Carlson. Bill gave an example of Heidi supplying the station with more than 70 slides related to new Town Hall policies regarding Covid-19 and that a 12-minute stand-alone video was created and broadcast using the slides. Neal mentioned that he had watched it several times and that he thought it was very good.

Bill next discussed the hand-outs pertaining to the three bids that he had received for the replacement and upgrade of the equipment in the FCTV control room and on set. Bill first checked with Todd if he had had a chance to view the three bids and he answered that he had. The bid overview was as follows:

Access AV (Concord, NH) \$19,251 Price includes all listed equipment plus installation and training.

B&H Photo (NYC) \$23,726 Price includes all listed equipment but doesn't include any cables/wires or installation/training (not offered).

Broadcast Pix (Chelmsford, MA) \$17,900 Price includes only computer. No other Equipment / cabling is available for sale or installation/raining (not offered).

After a discussion a motion was made by Neal that the Committee recommend to the Fremont Board of Selectmen that they authorize the issuing of a Purchase Order for the purchase and installation of the equipment in the amount of \$19,251.00 to Access AV, of Concord, NH. The motion was seconded by Bill. The vote was unanimous 4-0.

**VI. Next meeting: Monday, May 18, 2020 at 6:00 pm**

With no further business before the Committee Neal made a motion to adjourn the meeting at 6:19 pm. Bill seconded the motion and the vote was unanimous 4-0.

Respectfully submitted,

Neal Janvrin, Committee Member, Selectmen's Representative  
Bill Millios, Coordinator