

Approved 11/16/20

In Attendance:

Greg Fraize, Chairman

Bill Millios, Coordinator

Neal Janvrin, Committee Member, Selectmen's Representative

Jose Rivera Hernandez, Committee Member

Kathy Clement, Recording Secretary

I. The Chairman called the meeting to order at 6:00 pm at the Fremont Town Hall basement meeting room. All rose for the Pledge of Allegiance.

II. Neal moved to approve the minutes of September 20, 2020 as written. Bill seconded the motion, and the vote was unanimous 4-0.

III. Chairman's Report: Gregg explained that he has started a diagram(draft) of the computer rack in the FCTV control room. This will be worked into the equipment chart that Access AV is creating for us.

IV. Coordinators Report: Bill and Greg set up the new TV purchased by FCTV. Greg installed a jack into the wall and pub splitter, one to the control room and one to the TV so they can broadcast directly from the meeting room to the TV directly. When things are shared for meetings to the TV it will also be sent to the control room to be broadcast directly. Currently the TV is on a stand that can be moved as needed for meetings and this will allow members to decide if there is one spot that is going to be the best for placing the TV and then permanently mount to the wall. They will discuss with the Selectmen and Heidi Carlson before permanently placing TV. Bill will write a letter to Selectmen Roger Barham for donation of TV stand.

Tonight's meeting is being recorded for broadcast on Vimeo as there is still some sound issues. Access AV is coming Thursday to fix the humming issue that is preventing live broadcasting meetings, they have fixed all the other sound issues. November is a busy month for town meetings including double meetings being live broadcast and the equipment needs to be up and running. Neal mentioned having Access AV help give a cost of all equipment for insurance purposes.

Bill will be working on a equipment chart of all the equipment in the control room and will work with Access AV on completing this. They will be drafting sheets of all equipment that FCTV has, what it is called, their use and how it is hooked up. This will provide easy access for any future problems. The committee is excited as there are going to be many options with this new system and its usage.

There was discussion of buying a laptop computer for dedicated use for FCTV. The committee discussed the type of laptop needed and it was agreed that one which costs between \$300 to \$400 would be sufficient. Neal made a motion to purchase a laptop for FCTV and Greg seconded the motion. The vote was unanimous 4-0.

Bill stated that in early January he and Greg would be going to the Ellis School to start testing the system in preparation of the Town Public Budget Hearing and Deliberative Session. This is done every year to assure quality of recording. There was discussion of using an additional speaker from a PA system which Bill has access to. Greg also mentioned that Ian would be back from mid-November to mid-January and would be available for recording meetings.

Bill mentioned the idea of live streaming meetings, some residents who live on the edge of town do not have access to FCTV 22 and can only view town meetings when they are replayed on Vimeo. Bill will speak with some of the towns that are live streaming their meetings to get information on how this is done. Access AV asked about Fremont live streaming, they sell encoders, and you get subscription for service which would be easy to do. Bill will do the research and report to the committee.

V. New Business: None

VI. Next meeting: **Monday, November 19**

With no further business before the committee Neal made a motion to adjourn the meeting at 6:23 pm. Bill seconded the motion, and the vote was unanimous 4-0.

Respectfully submitted,

Fremont Cable Committee Meeting Minutes
Approved 11/16/20

October 19, 2020

Kathy Clement
Recording Secretary