

**Town of Chester
PACT Committee Meeting
Saturday, April 21st, 2018
Rangeway Meeting Room
Approved Minutes**

I Preliminaries

Call the Meeting to Order
Pledge of Allegiance
Roll Call
Chairman's Additions or Deletions
Public Comment
Treasurer's Report
Emergency Broadcast System
Cable Channel Programming
Presentation of Policies & Procedures for First Reading
School Request / Plan
Review of School Board Meeting - April 4th, 2018
Broadcast of Town Meeting - May 10th, 2018
Roundtable
Meeting Adjournment

1.1 Call to Order

Joe Castricone, Chairman, called this meeting of the PACT Committee to order at 10:30am.

1.2 Pledge of Allegiance

Chairman Castricone led attendees in the Pledge of Allegiance.

1.3 Roll Call

Members Present:

Joseph S. Castricone, Chairman
Bob Grimm, Co-Chairman
Karl Knudsen, Secretary
Richard LeBlanc, Treasurer
Jeremy Owens, Selectman Liaison (ex-officio) – arrived at 10:42am
Terry Traynor

Members of the Public Present, at Various Times:

Jack Cannon
Greg Hall
Chuck Heuer
Ben Kilar
Kim Peterson
Sheryl Rich
Royal Richardson

1.4 Additions or Deletions

Chairman Castricone added Balance of FY 2017-18 Budget and reordered the agenda. Treasurer's Report will take place after Policies and Procedures; New Business will take place after Public Comment, followed by Old Business.

1.5 Public Comment

None.

1.6 Treasurer's Report

Treasurer LeBlanc noted that there is a balance of \$5,255.18 in the budget. \$3k will be used to pay Greg Hall, leaving \$2,255.18.

For the remainder of FY 2017-18, the following purchases can still be made: Curtains with rail system and 3 backgrounds (chroma green, blue tie-dye, and summer sky) -- \$1,162. Camera replacement -- \$300-\$1,600. The Committee will decide whether to proceed with curtains or camera because they can't afford to do both. Mr. Traynor felt that the camera should take priority. Treasurer LeBlanc suggested waiting until July 1st to replace the camera; Chairman Castricone cautioned that this could mean that something next year won't get done—the budget is tight. BOS Chairman Trask authorized Maintenance to repair the railing for the lights -- \$300. Also, Chairman Castricone and Co-Chairman Grimm both looked at the TriCaster; the Committee will work with Mr. Hall to fix it.

Over the past 5 years, PACT has received \$77,919.67 in franchise fees. In 2013, quarterly checks from Comcast were \$3,557.79; by 2018 they were \$4,577.32. Research will be done to determine why the fees have increased at a relatively sluggish rate.

II Old Business

2.1 Approval of Minutes: PACT Meeting of February 3rd, 2018

This item was not addressed.

2.2 Emergency Broadcast System

Greg Hall will coordinate time this week to swap out the modulator and continue working on the auto switching.

2.3 Channel 20 Programming – Government

Links to the Selectman candidate interviews have been posted on the Chester NH Front Porch Chatter facebook page; these have already received over 100 views.

Chuck Heuer noted that it's a challenge to fit all programs in without cutting any off. Mr. Heuer will soon be sending information to the Committee instructing how to name and categorize programs.

2.4 Channel 21 Programming – Public Access

Mr. Traynor's show, *Late Night TV Live*, is a hit. The expanded abilities of the TriCaster are showcased with the facebook live broadcast. Mr. Traynor hopes to be able to branch out with multiple livestream platforms simultaneously; Mr. Hall will look into the feasibility of this. The system crashes sometimes; the stream key has needed to be reset the past few weeks. Mr. Traynor hopes that PACT can create a facebook profile so that he may discontinue using his personal profile for the show.

Mr. Heuer asked what exactly the show was; and whether someone like a local farmer, for example, might be featured on it. Mr. Traynor explained that his company, Narrow Street Films, collaborates with PACT to produce a weekly entertainment talk show. Viewers can participate by commenting on the show with facebook live. Viewership spans from Texas to Sweden; there are no sports or politics, rather it's a spotlight for musicians, authors, and other entertainers.

Chairman Castricone added that *Our Town Chester* produces governmental updates and political & community-oriented programming. Mr. Heuer explained that he simply wished to further justify the existence of *Late Night TV Live*. Mr. Traynor added that various surrounding communities (Derry, Portsmouth, Bedford, etc.) produce shows about local businesses; while *Late Night TV Live* is unique in its sole focus on local entertainment.

2.5 Channel 22 Programming – Education

Co-Chairman Grimm noted that the same programs (Little Iguana, NASA X, Tech Throwback, etc.) are airing on Channel 22, as well as the monthly School Board Meeting.

2.6 Presentation of Policies and Procedures for First Reading

Each member of the Committee has received the original Chester Cable TV Channel 51 policies document. Chairman Castricone will forward the Talent Releases, Statement of Compliance, Sponsorship Form, and Series Sponsors sections to members for review. Each member will review the materials and compose feedback for discussion at the May 19th meeting.

III New Business

3.1 School Request / Plan

Ms. Peterson requested that the Committee discuss the School's request and plan today. The Committee explained that they won't be discussing this until the next PACT meeting on May 19th; no one knows how much funding will be approved until after Town Meeting. Chairman Castricone suspects that a motion will be made at Town Meeting to reduce the PACT warrant.

Chairman Castricone asked if there were any specific problems with equipment at the School; Ms. Peterson responded that the camera near the bookcases doesn't function properly. Co-Chairman Grimm explained that this is only a secondary camera. Ms. Peterson noted that the mixer garbles audio. Co-Chairman Grimm asked Mr. Kilar when he may be available after 5pm on a weeknight so that they both may look into these issues; Mr. Kilar will get back to Mr. Grimm. Ms. Peterson stated that their "customers" want hi-def video; Co-Chairman Grimm explained that nothing that PACT produces is hi-def. Ms. Peterson asked if content could be broadcast on the web; Co-Chairman Grimm responded that web broadcast is secondary to cable.

Ben Kilar asked if the Committee had plans for any other equipment, or to pay anyone to do anything at this time. Chairman Castricone replied that yes, there were plans. Mr. Kilar continued, asking if it would not be appropriate to complete that plan, since the Committee is going forward with a number. Chairman Castricone explained that PACT's plan is all set; the Committee put its budget together and submitted it. Mr. Kilar demanded when this was done; asking Chairman Castricone if he wanted to "go down that road." Chairman Castricone advised Mr. Kilar that he was out of order.

Royal Richardson asked how a reduction of the warrant at Town Meeting would affect the potential upgrades requested by the School. Chairman Castricone explained that if the warrant is reduced and the part-time position cannot be added, there will be no one to maintain that equipment, train others how to use it, and do necessary paperwork.

Jack Cannon felt it was supremely important that the Committee figure out how to rectify the fact that the appropriation being sought is not funded fully by the existing account. Mr. Cannon thought that this was as big of an issue as the \$22k discussion is going to be. Mr. Cannon noted that he had suspected that the issue of hi-def vs. standard-def was a part of the issue surrounding the School's request; now he understands that this is certain. To meet in the middle, Mr. Cannon suggested that the School consider looking into re-bidding their requested items in standard-def; perhaps that could alleviate the issue of insufficient funding. Ms. Peterson stated that standard-def equipment can't be purchased; Mr. Kilar clarified that although standard-def equipment is available, it's already 10 years out of warranty.

Mr. Hall explained that, although the ultimate goal is to go digital, the Committee is limited by funding. Chairman Castricone added that Comcast will likely never go digital with PACT. Ms. Peterson stated that, per the franchise agreement, the quality should be commensurate with other broadcasts; Mr. Hall explained that this may be so, but Comcast is only prepared to support PACT's signals in standard-def. Again Ms. Peterson requested to discuss the School's plan today; Mr. Kilar suggested meeting to do so before Town Meeting in case there are questions. Again, Chairman Castricone stated that the PACT Committee is prepared to defend its budgetary needs.

Mr. Cannon noted that, should someone request clarification of the PACT request at Town Meeting, the Selectmen will be happy to respond. Mr. Cannon restressed the fact that the main issue at hand is that the requested appropriation doesn't meet the current funding of the PACT account. Mr. Cannon also reiterated that it would be wise to find lower-cost solutions to meet the School's needs and give the request a chance of being passed. Chairman Castricone explained that such equipment and solutions exist; but that it is unlikely that the School will

want to go that route. Franchise fees are issued quarterly; so it takes all year for the account to reach its maximum amount.

3.2 Review of School Board Meeting April 4th, 2018

Chairman Castricone emphasized that there hasn't been any communication between PACT and the School. It will be crucial for communication on both parts to be facilitated through Co-Chairman Grimm.

3.3 Broadcast of Town Meeting Thursday, May 10th, 2018

Chairman Castricone noted that the holes for the new lines have not yet been drilled. Some PACT Committee members will not be able to attend Town Meeting.

IV Roundtable

Chairman Castricone was pleased to announce that PACT will soon be welcoming 2 new volunteers: Jack Cannon and Austin Smith. Mr. Smith is a senior at Timberlane who enjoys *Late Night TV Live* and looks forward to becoming involved.

Mr. Heuer wished to comment as a citizen. He expressed his concern with the current state of affairs between the School and the Committee. It would be a shame to see "two towers" arise, with twice the cost; there should be one unified solution. Mr. Heuer felt that it is imperative to come to a solution that is best for all.

V Adjournment

The next scheduled meeting of the PACT Committee is May 19th, 2018 at 10:30am.

Treasurer LeBlanc moved to adjourn the meeting; Chairman Castricone seconded the motion. The vote was six in favor; so moved.

The meeting was adjourned at 11:15am.

Respectfully Submitted,

Caroline Rose Wilson, Recording Secretary