

Town of Chester – PACT Committee Meeting – August 6, 2018 APPROVED MINUTES

**Town of Chester
PACT Committee Meeting
Monday, August 6, 2018 July 30th, 2018
Rangeway Meeting Room
APPROVED Minutes**

I Preliminaries

1.1 *Call to Order*

Bob Grimm, Chair, called this meeting of the PACT Committee to order at 6:03pm.

1.2 *Pledge of Allegiance*

Chairman Grimm led attendees in the Pledge of Allegiance.

1.3 *Roll Call*

Members Present:

Jack Cannon, Vice Chair
Stephen D'Angelo, Selectman Liaison
Bob Grimm, Chair
Karl Knudsen, Secretary
Terry Trainor, Committee Member – Joined by telephone
Royal Richardson, School Board Liaison Alternate

Members Absent:

Richard LeBlanc, Treasurer
Michael Romick, School Board Liaison

1.4 *Additions or Deletions*
NONE

1.5 *Approval of Minutes – July 30, 2018*

Vice Chair Cannon moved to approve the minutes of July 30, 2018 as written; Secretary Knudsen seconded the motion. The vote was unanimous in the affirmative; so moved.

II Old Business

- a. Update on signal Issue from Chester Academy
Chair Grimm gave a preliminary update regarding the signal issue at Chester Academy. Consultant Greg Hall was at the school today August 6th. He replaced the modulator but signal issue was still present. He by passed the equipment and the issue was still there. It is a 60cycle hum in the electrical system at the school. Greg worked with Ben Killar who will be in contact with their electrician to try and find and fix the problem. An updated report will be made available at the next meeting.
- b. Recommendation of equipment for Chester Academy
Chairman Grimm submitted a list recommending equipment the PACT should purchase for the Chester Academy AV Club. The equipment is as follows:

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ORDRO HDV-Z82 Camcorder with External Microphone Wide Angle Lens

1. ORDRO offers 12-month warranty and friendly service for you.
2. This camera is very versatile and easy to use for any ages and a great camera to record sporting events or other outdoor activities.
3. Support recording while playing on the TV at the same time, but only see the screen, cannot transmit sound.
4. With external microphone input jack, view on 3.0 inches clear photo TFT LCD touch screen, available 270-degree rotation.
5. Video resolution: FHD(1920 x 1080P, 30fps), HD(1280 x 720P, 60fps), VGA(640 x 480, 30fps); MOV/H.264 File format.
6. Support Anti-shake, unique face detection, smile capture, self-timer, remote-controlled, auto power-off.
7. Support up to 64G SDHC/SD card(class10 recommend). Format SD card before use camcorder!
8. System Requirements: Windows XP, Windows Vista, Window 7/8/10.

Package Included:

- 1 x HDV-Z82 camcorder
- 1 x Shotgun Rechargeable Microphone
- 1 x USB cable
- 1 x User manual
- 1 x HDMI cable
- 1 x Remote control
- 1 x Charger
- 2 x NP-40B Battery
- 1 x Camera bag
- 1 x USB card reader

(HDV-Z20) **\$189.99**

Lemeng 10ft Cable 1/8" TRS Stereo to XLR Male Cables 3.5mm (Mini) to XLR-M Cord for iPhone, iPod, Computer, and more (Black) **\$8.99**

SanDisk 64GB Class 4 SDXC Flash Memory Card, Frustration-Free Packaging-QTY 2 SDSDB-064G-AFFP **\$43.58**

Amazon Basics 50-Inch Lightweight Tripod with Bag **\$14.99**
TOTAL \$257.55

Stick Microphone already onsite

Vice Chair Cannon moved Motion to discuss the list of equipment presented. Secretary Knudsen second the motion. The vote was unanimous in the affirmative; so moved.

Discussion followed.

Vice Chair Cannon made a motion to authorize the purchase of the above equipment but to order two sets now pending the review of Chester Academy's IT Director Ben Killar. Price is currently total \$515.10 Secretary Knudsen seconded the motion. The vote was unanimous in the affirmative; so moved.

- c. Cabling to MPR Re-Submitted Work Request to Maintenance
Chairman Grimm said the request has been resubmitted and he did receive a confirmation email.

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- d. Cabling to Meeting Room TBD
- e. Overhead Lighting Terry to Finish C Clamps and cables installed
- f. Tri Caster Repair Update

Chairman Grimm said that Access AV is still working to repair our unit. They believe it is a software issue or an issue with the back plain of the unit. Updates to follow. For now, we have a loaner in use.

- g. Part Time Coordinator – to Be discussed in Non-Public Session

III Roundtable

Nothing brought forward

IV. *Non-Public Session*

The Committee will go into non-public session to discuss the candidates that were interviewed on July 30, 2018.

Secretary Knudsen moved that the Committee go into non-public session under NH RSA 91-A:3, II (b), Employment; Vice Chair Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.

The meeting room was closed at 6:15pm. The Committee will come back into public session to seal the minutes; vote on position; and adjourn the meeting.

The meeting room was reopened at 6:41pm

Vice Chair Cannon moved that the Committee come out of non-public session; Selectman D'Angelo seconded the motion. The vote was unanimous in the affirmative; so moved.

Vice Chair Cannon Made a motion that authorizes Chair Grimm to offer the Part Time PACT Coordinator position to Briana Demers. The rate of pay will be \$17.00 per hour; max of 20 hours a week or 80 hours a month; position will be a 1099 position; direction will be authorized by PACT Chair Grimm on behalf of the PACT Committee; and would like a sub committee consisting of Chair Grimm, Mr. Traynor, and Joe Castricone. Selectman D'Angelo seconded the motion. The vote was unanimous in the affirmative; so moved.

Secretary Knudsen moved that the minutes to the non-public session, on Employment, be sealed for a period of one (1) year; Mr. Richardson seconded the motion. The vote was unanimous in the affirmative; so moved.

IV Adjournment

The next scheduled meeting of the PACT Committee is Saturday, August 25, 2018 at 10:00am.

Secretary Knudsen moved to adjourn the meeting; Vice Chair Cannon seconded the motion. The vote was unanimous in the affirmative; so moved.

The meeting was adjourned at approximately 6:43pm.

Respectfully Submitted,
Robert S Grimm
PACT Chairman

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