

Town of Chester – PACT Committee Meeting – July 2, 2019

APPROVED Minutes
Town of Chester
PACT Committee Meeting
Tuesday, July 2, 2019
Rangeway Meeting Room

I Preliminaries

1.1 Call to Order

Bob Grimm, Chairman, called this meeting of the PACT Committee to order at 7:01pm.

Chairman Grimm entertained a motion to move the meeting from the Rangeway Studio to the main meeting room.

Mr. Heuer made motion to move location of meeting from Rangeway Studio to Main meeting room, Second by Secretary Knudsen. Chair Grimm called for a vote on the motion. The vote was unanimous in the negative 4-0.

1.2 Pledge of Allegiance

Chairman Grimm led attendees in the Pledge of Allegiance.

1.3 Roll Call

Members Present:

Bob Grimm, Chairman
Karl Knudsen, Secretary
Chuck Heuer Treasurer
Stephen D'Angelo, Selectman Liaison
Royal Richardson, School District Liaison
Briana Demers, PACT Coordinator

Member Absent:

Jack Cannon, Vice Chair

Public Present:

Rhonda Lamphere, Chester Budget Committee
Michael Weider, Chester Budget Committee
Michael Ridinger, Unique Media Systems

1.4 Approval of Minutes June 5, 2019.

Secretary Knudsen made a motion to approve the minutes from June 5, 2019 as presented. Motion second by Mr. Heuer. NO Discussion. Chair Grimm called for a vote on the motion. The vote was unanimous in the affirmative 4-0.

II. REPORTS

- a. Producer's Report Chair Grimm
Recently Produced shows and recorded shows –
CA Class Night and CA Promotion Ceremony, and Playback of PA Lacrosse title games which was produced by Nashua Public Access.

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Chair Grimm changed the order of the meeting.

b. Treasurer Report Chair Grimm

1. Update on Purchases – Purchase Orders have been cut and equipment ordered from request at last meeting.
2. Balance and Funding to date. The latest fund balance is showing \$56,419 but the total expenditures from 2018-19 have not been completed by Town Finance Director. That will be completed in July 2019.

Chair Grimm informed the committee of the last Board of Selectmen meeting where it was decided to not fund the equipment request with undersigned funds. Chair Grimm pointed that there were some errors in Mr. Weiders presentation. One where he stated Chair Grimm had attended the Planning Board CIP meetings. Mr. Weider apologized for that mistake.

Discussion followed as to the CIP meetings and that the PACT Committee was not kept in the loop as to options and getting a letter regarding not being able to be funded in the CIP with Impact fees. Liaison D'Angelo read the Minutes from the November 14, 2018 meeting and the November 28, 2018 meeting that pertained to PACT. Chair Grimm added the minute portion from December 5, 2018 where the legal opinion was received by the Planning Board. Chair Grimm stated that PACT never received the letter until he sent Andrew Hadik an email requesting a copy on March 26, 2019.

Mr. Weider was recognized and felt that the PACT had missed opportunities for finding funding. He added that the request should come as a plan in phases by Franchise fees or a warrant at the next Town meeting. He also felt that Comcast can fund the equipment in the next franchise agreement.

Ms. Lamphere said that it was missed opportunity where many pieces had not communicated. She felt that all parties can move forward. Ms. Lamphere added that in the Annual report there was no mention of the need to replace systems.

Mr. Heuer said that he always felt the funding should be raised by the taxpayers since PACT benefits everyone and the future need is now.

Liaison Richardson stated that he sees two issues. One, the phase of the equipment; and two, the financial mechanism that will be used.

Liaison D'Angelo said that he feels there a crisis now since the equipment is obsolete and that at the last two Board of Selectmen meetings Mr. Knudsen and Ms. Demers did a great job.

Mr. Heuer thanked Liaison D'Angelo for his efforts in the matter.

Discussion then followed regarding phasing of equipment. Ms. Demers pointed out that Phase One was in process of being completed with the purchase of new cameras for the BOS, Rangeway meeting, and studio. Also new computers were purchased and two new racks. Phase two would be to see what VOD system Tightrope has and possibility getting one player/recorder unit this budget cycle.

Motion made by Liaison Richardson to phase in the equipment needs working with Mr. Ridinger with Unique Media Systems, Ms. Demers, and Mr. Heuer. To create a list of equipment, phases, drawings and elevations. Motion seconded by Liaison D'Angelo. Chair Grimm asked for further discussion. None followed. Chair Grimm called for a vote on the motion. The vote was unanimous in the affirmative 4-0.

Chair Grimm looked for a motion to decide on a new system, Ms. Demers reviewed the Tightrope system and its benefits.

Motion made by Liaison Richardson to go with the Tightrope system, Motion seconded by Secretary Knudsen. Chair Grimm asked for further discussion. None followed. Chair Grimm called for a vote on the motion. The vote was unanimous in the affirmative 4-0.

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c. PACT Coordinator Ms. Demers

Ms. Demers informed the committee she attended the last Senior Citizens meeting and that it was very productive and has several seniors interesting in helping PACT. A future training date will be set up.

d. Operations Manager's Report Mr. Heuer

1. Update on Studio Equipment Issues

MR. Heuer mentioned there was an issue with being identified when the IP address changed at the studio recently, he will check into it.

III. OLD BUSINESS

1. Revisit update on Control Room

Chair Grimm brought up the idea of not removing the white wall in the control room since there are questions regarding what is behind the wall and that there is an electrical line running on the outside of the wall. Mr. Heuer said that the plan was discussed at a prior meeting and that the wall is a safety issue. Mr. Heuer added that he had spoken with town maintenance and they are ok with removing both walls and the AC line is not an issue. There was no motion on the matter but during discussion it was decided that all parties get together and come to an agreement.

IV. NEW BUSINESS

1. On Demand Service

Chair Grimm brought that the current on demand contact expired in July 2019 and there are several options that need to be presented to the Board of Selectmen. One to stay with the current vendor; two stay with current vendor for one year or go with Tightrope's system.

Discussion followed.

Motion made by Secretary Knudsen to have a quote from Tightrope and have Ms. Demers and Chair Grimm present to the Board of Selectmen the On-Demand vendor and option at their next meeting. Second by Liaison Richardson. NO further Discussion. Chair Grimm called for a vote on the motion. The vote was unanimous in the affirmative 4-0.

V. POLICIES and PROCEDURES

1. none

VI. ROUNDTABLE

Liaison D'Angelo said it would be nice to document the upcoming road work in town.

Liaison Richardson said that the construction of the Kindergarten rooms is moving ahead.

VII. NON-PUBLIC - none

VIII. Anticipation of Next Meeting – TBD

IX. ADJOURNMENT

Motion made by Liaison D'Angelo to adjourn the meeting. Second by Liaison Richardson. No Discussion. Chair Grimm called for a vote on the motion. The vote was unanimous in the affirmative 4-0.

The meeting was adjourned at 9:10 pm.

Respectfully Submitted July 6, 2019

Robert Grimm

Chair

Chester PACT