**APPROVED MINUTES**

**Town of Chester**

**PACT Committee Meeting**

**Wednesday, November 17, 2021**

**I** **Preliminaries**

*1.1* *Call to Order*

Bob Grimm, Chairman, called this meeting of the PACT Committee to order at 7:45 pm in the Rangeway Access Center at 84 Chester Street, Chester, New Hampshire.

*1.2* *Pledge of Allegiance*

Chairman Grimm led attendees in the Pledge of Allegiance.

*1.3* *Roll Call*

**Members Present:**

Bob Grimm, Chair

Stephen D’Angelo, Selectman Liaison

Karl Knudsen, Secretary

Royal Richardson, School District Liaison – Joined meeting at 7:55 pm

**Members Absent:**

Jack Cannon, Vice Chair

**Public Present:**

None

1.4 **Approval of Minutes June 16, 2021.**

Committee members reviewed the minutes from June 16, 2021, and approved the minutes electronically.

**II. REORGANIZATION**

1. Chair
2. Vice Chair
3. Secretary
4. Treasurer

**Motion made by Liaison D’Angelo to postpone Reorganization until next meeting since Mr. Cannon was absent. Motion seconded by Mr. Knudsen. No Discussion.**  **Chair Grimm called for a vote on the motion. The vote was 4-0 in the affirmative.**

**III. REPORTS**

1. Producer’s Report Chair Grimm

Chair Grimm said that several shows have been recorded over the past months. Interview with SAU Superintendent Locke; Town Fair 2021; and Spring Hill Farm 2021. With the upcoming holiday season there should be more shows recorded.

Grimm also reported that the ongoing conversion of VHS tapes to digital format is ongoing and major process has been achieved.

1. Treasurer Report Chair Grimm

Chair Grimm reported that the PACT fund has a balance of $88,110.26 as of November 1, 2021. Expenditures have been $147.41 for B&H Photo for SD Cards and AC Cords; and $35 for the DYN DNS 1 year subscription.

Grimm said that there was a request in the town budget to renew the Video On-Demand service for one year for $1,965.00. Liaison D’Angelo said that since PACT has money available PACT should pay the subscription since the town is looking to get a “bare bones” budget. Brief discussion followed and it was decided to withdraw the request and leave $1 in the line.

**IV*.*  OLD BUSINESS**

Chair Grimm said that there has been no interest in the Part Time Coordinator position. This is a common issue for other Access Centers who are looking to fill positions.

**V. NEW BUSINESS**

Chair Grimm informed the committee that Comcast has sent a letter with the intent to renegotiate the upcoming Franchise Agreement. The current agreement expires in 2024. The committee will need to appoint members to negotiate the franchise agreement. The NHCCM will be able to provide franchise agreements from other Access centers in the future.

**VI. POLICIES and PROCEDURES - None**

**VII. ROUNDTABLE - None**

**VIII. NON-PUBLIC - none**

**IX. Anticipation of Next Meeting – TBD**

**X. ADJOURNMENT**

**Motion made by Mr. Knudsen to adjourn the meeting. Second by Mr. Richardson. No Discussion.**

**Chair Grimm called for a vote on the motion. Motion carried 4-0 with Mr. Knudsen, Liaison Richardson, Liaison D’Angelo and Chair Grimm voting in the affirmative.**

The meeting was adjourned at 8:45 pm.

Respectfully Submitted November 18, 2021

Robert Grimm

Chair

Chester PACT