

# Town of Chester – PACT Committee Meeting – April 10, 2019

APPROVED Minutes  
**Town of Chester**  
**PACT Committee Meeting**  
**Wednesday, April 10, 2019**  
**Rangeway Meeting Room**

## **I Preliminaries**

### **1.1 Call to Order**

Bob Grimm, Chairman, called this meeting of the PACT Committee to order at 7:05pm.

### **1.2 Pledge of Allegiance**

Chairman Grimm led attendees in the Pledge of Allegiance.

### **1.3 Roll Call**

#### **Members Present:**

Bob Grimm, Chairman  
Jack Cannon, Vice Chair  
Karl Knudsen, Secretary  
Chuck Heuer Treasurer  
Stephen D'Angelo, Selectman Liaison  
Briana Demers, PACT Coordinator  
Royal Richardson, School Board Liaison fill In

#### **Member Absent:**

Mike Romick, School Board Liaison

### **1.4 Approval of Minutes March 13, 2019.**

**Secretary Knudsen made a motion to approve the minutes from March 13, 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**

1. No news shows this period. Upcoming shows to be School Board contested races as well as Town elected contested races. Secretary Knudsen is working on scheduling candidates with tentative dates of April 25 thru April 27.
2. Secretary Knudsen said he just completed doing a show with Joe Castricone about the Chester General store. Secretary Knudsen said Mr. Castricone wanted to know how to get the show aired on the station. Chair Grimm sated that he could try emailing the show to the PACT email address or drop off a copy at the studio.

### **b. PACT Coordinator Ms. Demers**

1. Reported a discussion she and Mr. Heuer had with Leightrosonics about their system. Ms. Demers added she should have pricing with Tightrope and finance options.

It was suggested that a spreadsheet be created for each vendor, its services, needs and pricing.

2. Ms. Demers is working on a video diagram for the new wiring

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3. She is still working on show ideas and wants to set up training.

Liaison D'Angelo suggested Ms. Demers attend a Senior Citizen meeting at the center on Tuesday to show them what we do, what they can use and gather some story ideas.

#### c. Treasurer Report Chair Grimm

Reported that several purchases have been made since last meeting. Town Finance director was going to update the account to reflect expense paid and franchise fees received.

#### d. Operations Manager's Report Mr. Heuer

1. Ongoing IT upgrade and back up of system on going
2. Working with town regarding electricity issues.

Liaison D'Angelo stated that there is money in the town budget to address the electric needs and suggested that quotes are secured as soon as possible. The issue is not just an issue with PACT but the building itself.

Mr. Heuer also suggested that the ceiling lights in the control room and meeting room should be converted over to LEDs. Liaison D'Angelo said that should be included in the quote for the electric work.

3. The two racks requested have been ordered at a cost of \$100 per rack from Broadlink Technology. The racks are used and delivery is pending Mr. Hall's availability.
4. Continuation of cleaning up the control room and identifying equipment is continuing.

### III. OLD BUSINESS -- none

### IV. NEW BUSINESS

- a. Chair Grimm said that next major item to be addressed is to test the MPR for video and audio that it works for the upcoming Town Meeting. It was decided that Saturday April 13<sup>th</sup> would be the first date to test the system.
- b. Chair Grimm updated the committee that there is a new email address for PACT, it is [chesterpact@chesternh.org](mailto:chesterpact@chesternh.org)

### V. POLICIES and PROCEDURES

- a. none

**VI. ROUNDTABLE** – Secretary Knudsen relayed a conversation he had with Mr. Casticone where Mr. Casticone said he has decided not to be considered to be a PACT committee member. Mr. Casticone also mentioned that the show called “My Town, Chester” is copyrighted under him.

Discussion followed by committee as to who owns the show name since it was produced with Studio equipment and the name was created by Secretary Knudsen. The committee requested Ms. Demers to check with the NHCCM and PACT stations as to how show names are handled and “owned by” whom.

Vice Chair Cannon said that he was disappointed with the school in not having the AV club up and running this year. Liaison Richardson said that the District has been unable to get an advisor for the club this year and he hopes that it will be filled by next fall. Vice Chair Cannon said he wants to keep the good relationship that committee and the school district have built up this year.

It was suggested that Ms. Demers reach out to the Recreation department about doing a video session during the summer.

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**VII. NON-PUBLIC – None**

**VII. Anticipation of Next Meeting** – Wednesday, May 22, 2019 7:00 pm

It was discussed that is there nothing for the committee to vote a meeting could be skipped. Chair Grimm will work on an agenda and if anything needs to be decided upon then a meeting will be scheduled.

**VIII. ADJOURNMENT**

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

The meeting was adjourned at approximately 8:24pm.

Respectfully Submitted,

Robert Grimm  
Chair  
Chester PACT  
April 14, 2019