

**Town of Chester
PACT Committee Meeting
Monday, February 15th, 2017
Rangeway Meeting Room
Approved Minutes**

I Preliminaries

Call the Meeting to Order
Roll Call
Pledge of Allegiance
Chairman's Additions or Deletions
Public Comment (10 Minutes)
Old Business
New Business
Roundtable
Meeting Adjournment

1.1 Call to Order

Joe Castricone, Chairman, called this meeting of the PACT Committee to order at 6:01pm.

1.2 Roll Call

Members Present:

Joseph S. Castricone, Chairman
Karl Knudsen, Secretary
Richard J. LeBlanc, Treasurer
Terry Traynor
Dick Trask, Selectman Liaison (arrived 6:28pm)

Members Absent:

Bob Grimm

Others Present:

Ben Kilar, Chester Academy Director of Technology
Royal Richardson, Chester School Board (arrived 6:40pm)

1.3 Pledge of Allegiance

Chairman Castricone led attendees in the Pledge of Allegiance.

1.4 Additions or Deletions

None.

1.5 Public Comment

None.

II Old Business

2.1 Approval of Minutes

Mr. LeBlanc moved to accept the minutes of August 12th, 2016; Mr. Traynor seconded the motion. The vote was five (5) in favor with Mr. Grimm absent; so moved.

Mr. LeBlanc moved to accept the minutes of January 10th, 2017; Mr. Traynor seconded the motion. The vote was five (5) in favor with Mr. Grimm absent; so moved.

III New Business

3.1 2017/2018 Budget

Chairman Castricone will appear before the Board of Selectmen (BOS) tomorrow evening to present the 2017/2018 PACT budget. The proposal will include an increase from two thousand five hundred dollars (\$2,500) to four thousand two hundred and fifty dollars (\$4,250) for line 01-4585-1-622. This would allow the Committee to replace Livestream with Castus; which would provide a significant savings over the course of three (3) years. Livestream has been problematic and only allows streaming for Channel 20; whereas Castus would provide streaming and on-demand services for Channels 20, 21, and 22.

Evidence of local, national, and even international interest in Chester Cable TV broadcast will be provided to the BOS as part of Chairman Castricone's budget justification. For example, the February 12th snowstorm garnered two hundred and seventy-five (275) hits of the Center of Town on Live View. Communities such as Manchester, Salem, Derry, and others rank highest in local views; and countries such as the UK, Australia, Canada and Germany have even racked up views. Active since July 1st, 2016, on-demand has had over one thousand three hundred and eighty-three (1,383) views. The top five (5) on-demand programs for the year were the Fire Department Budget, Scarecrows, Police Department Budget, Representative Interviews, and Girls Basketball vs. Sanborn.

The total 2017/2018 PACT budget would be seventeen thousand one hundred and sixty-two dollars and sixteen cents (\$17,162.16), which *includes* two thousand two hundred and ninety-five dollars and five cents (\$2,295.05) for Fire Department emergency broadcasting equipment. Application has been made for a grant to cover that expense; if awarded, the bottom line amount requested for PACT would be fourteen thousand eight hundred and sixty-seven dollars and eleven cents (\$14,867.11).

3.2 Equipment Purchases

The Monroe switch that was ordered has been received; it allows switching from primary video to secondary video (i.e. Tightrope). Three SDI cards have been ordered, and a few more SD cards are needed. Two thousand three hundred dollars (\$2,300) remains in the fund.

3.3 Projects

The Library and PTA both wish to provide volunteers to PACT for training on proper camera operation. Once training is complete, the volunteers will film events, respectively; and PACT will only need to provide "bumpers" for the beginning and end of programs. PACT receives about three (3) requests per week to film events; those coming up include Mother-Son Dodgeball and the Police Department Comedy Show. The recent PTA Chili Cook-Off program was noted to have been quite successful.

3.4 School

Ben Kilar, Director of Technology at Chester Academy, appeared before the Committee to discuss the status of programming collaborations. Chairman Castricone confirmed that Tightrope is operational but is not yet able to go online until the switch is installed; which is scheduled for this Friday. Chairman Castricone and Mr. LeBlanc plan to be present to film the District Meeting in March. Mr. Kilar felt that communications between the School and PACT of late had left parties confused about the others' intentions.

Chairman Castricone explained that PACT is willing to donate the switcher, cameras, etc., so that Morning Meetings may be filmed; Mr. Kilar was concerned that protocol should be observed prior to acceptance of these goods. It was noted that equipment is already being used; therefore permission shouldn't be required for the School to continue to use it. As Mr. Grimm is most familiar with the School, it is the hope of the Committee that he may be able to provide assistance with this situation as soon as possible.

Mr. Kilar felt it would be better to defer further discussion until all involved parties are able to attend a meeting; Mr. LeBlanc reminded that prior invitation had been given multiple times for these parties to meet with the PACT Committee. Chairman Castricone reiterated that the end goal is to be able to air whatever approved material is provided PACT by the School. Chairman Castricone or Mr. Grimm will email Mr. Kilar with further information. Mr. Richardson noted that it would be ideal to film upcoming Public Interviews of School Principal candidates.

IV Roundtable

None.

V Adjournment

The next scheduled meeting of the PACT Committee is to be determined.

Mr. Traynor moved to adjourn the meeting; Mr. Trask seconded the motion. The vote was five (5) in favor with Mr. Grimm absent, so moved.

The meeting was adjourned at 6:56pm.

Respectfully Submitted,

Caroline Rose Wilson, Recording Secretary