



TOWN OF NORTON

Norton Cable Access Corporation

MINUTES

Date: June 3, 2016 Time: 11:00PM

Location: Norton Media Center

Norton Crossing 184 West Main St – Suite 8 2nd Floor

Members & Staff Present: Jason Benjamin, Michael Kramer, Ellen Kane, Ray Cord, Paul Driscoll, Charlene Fisk

Members Not Present: Victor Rodriguez

The meeting called to order at 12:15 PM.

(Grants applications were presented before the meeting was called to order)

Meeting Motions / Actions and Summary of Discussions:

Review of May Meeting Minutes

Motion made by Ray Cord to accept the April meeting minutes

Motion seconded by Ellen Kane

Motion approved unanimously, without discussion.

Treasurer's Report

Ray reviewed the financial report for May. Ray explained the account was in the negative but a check was being deposited which will cover all the expenses that occurred during the month of May. This was due to the timing of the Comcast deposit.

Motion To approve: Paul Driscoll

Seconded by : Mike Kramer

Station Manager's Report

Summary of Event Coverage

Eighteen Events (18) events were covered (list attached)

Engineering update

Jason reviewed a solution to the fiber network issue from the high school. Engineers from Commtract assessed the fiber line from the high school and made recommendations to reroute the line to eliminate two hops. The cost to eliminate these hops comes to \$2,200. Along with this work we would purchase a single channel transmitter/receiver which would be permanently installed at the location. cost \$1,200

Motion To approve \$3,400 for completion of work to be done to fix the fiber problem:
Ray Cord
Seconded by : Paul Driscoll

Athletic Update

Jason explained the the studio has been covering more baseball games and decided to add Matt Gousie and Carleton Legg to the voice over pool. This will allow more games to be covered on air.

New Business

Town Sign Issues

The board was notified that the new town sign that was purchased is having some issues with small sections not lighting up. We decided to look into having a local sign company look at the problem.

Grant Review

The board reviewed the amount of grant money that it will given to the community. It was agreed to keep the amount at 10%

Grant Applications Reviewed

The following organizations presented their grant applications. Each organization had a representative explain the purpose of their request. It was a great opportunity for the board to hear from the different members of the community and all they do for the community.

Fire; intractactive training display- Request \$5000

Norton Singers; Web Design contract, Headsets for performers, Crew headset, and assisted listen set up for the hard of hearing. \$10,096.24

High School; Equipment to assist with the development of the High school Video production program. \$2,291

Police Dept., Walkie Talkies, fingerprinting computer, Regional Cell phone,(not traditional cell phone) \$21,000

Middle School STEM; Ipads \$3,400

Middle School (Special Ed Program); Tablet to support Google expeditions, \$399

Solmonese School; Kindles; \$3,476

After a review of each application the following grant amounts were awarded to each organization.

Fire Dept. \$5000
Norton Singers \$2500
High School \$2291
Police \$3000
Middle School \$3477.42
Special Ed Program (Middle School) \$ 399.99
Solmonese \$3476.34

Old Business

Founder's Day

Jason reviewed the different ways the studio participated in Founder's Day. We discussed options to change the concept that would be apart of this year's Founder's day. We decided to raffle off a Go Pro camera this year.

Motion To approve: Ray Cord
Seconded by : Mike Kramer

With no further business before the board, Ray Cord made a motion to adjourn.
Paul Driscoll seconded the motion.

Next meeting is scheduled for June 3rd at 11am.

Meeting adjourned at 1:15 PM.

List of Documents and Other Exhibits used at Meeting:

- **Station Manager's Report**
- **Financial Report (May)**

Minutes Approved by Committee on: _____.

Respectfully submitted,

Signatures:

Secretary _____
Mike Kramer, Norton Media.

Chairperson _____
Charlene Fisk, Norton Media

Director's Report June 3rd 2016

Summary Of Events Coverage

JCS Grade 3 Full STEAM Ahead Fair 6/2

NYBS Mariners vs Phillies

Memorial Day Parade

NYBS Rays vs. Mariners

Selectmen's Meeting 5/26

NYBS Knights vs. Chihuahuas 5/25

Planning Board 5/24

Homeschool Fair at NPL

NHS Track Meet

Golf Ball Drop Fundraiser at NHS

NYBS Padres vs Rays 5/20

SRPED Public Meetin Info Session 5/23

NYBS Phillies vs Mariners 5/18

Selectmen's Meeting 5/19

School Committee 5/16

NYBS Rubber Ducks vs Rockhounds 5/14

NYBS Red Wings vs Thunder

NYBS Storm Chasers vs Chihuahas 5/12

18 Total Events 5/14-6/3

Engineering Update

Commtract assessed the fiber setup at NHS and can re-route the fiber to eliminate 2 of

the "hops" that are part of the current wiring configuration. These additional hops are preventing the live connection from locking in a signal. The estimate for this work would be \$2,200 and would not require re-running our existing lines. We would also be purchasing a single channel transmitter/receiver to permanently install at the location.

Athletics Update

We have been covering many league baseball games this season and have added Matt Gousie and Carleton Legg to our voiceover pool to enable the games to be called on the air.