



TOWN OF NORTON

Norton Cable Access Corporation

MINUTES

Date: December 2, 2016 Time: 11:00PM

Location: Norton Media Center

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

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

Members Not Present:

The meeting called to order at 11:07 PM.

Meeting Motions / Actions and Summary of Discussions:

Review of December Meeting Minutes

Motion made by Ray Cord to accept the Novembers meeting minutes
Motion seconded by Charlene Fisk

Motion approved unanimously, without discussion.

Treasurer's Report

Ray reviewed the the treasure reports for the months of September and October. A question was raised of the expense of light bulbs for the studio. Jason explain the number of bulbs needed and various location he installed them. NMC replaced several lights in the common area which was discussed. It was decided this issue will be brought to the landlord's attention so that NMC does not have to paid for this expense in the future.

There is a 3% increase in expense over last year at this time. A few areas that were pointed out were, cleaning expense. This is do to the high use of the studio from the community which is viewed as a positive impact for NMC. Another item that was pointed out was rental equipment. Again this was not a problem since it was necessary for the broadcasting of town events.

Personnel expenses were down with the increase in contracted services.

Motion To approve: Paul Driscoll
Seconded by : Charlene Fisk

Station Manager's Report

There was no station manager report. This was removed from the agenda do to the number of grant presentation

Old Business

None at this time

New Business

A request was made for a project list for the upcoming year (2017). Jason will put together a list for the a future meeting.

A plan will be decided on to review the By Laws. This will be discuss in more detail at the next meeting

Four Fall 2016 Grant proposals

Norton Fire Department

The Norton Fire department was unable to attend the meeting but Ray Cord reviewed the request and explained the need for the new equipment that was requested. Their request consisted of three surface Pro laptops with cases. This laptops would be used in the trucks and provide the fire department much needed information about various areas they respond too. Example was, chemical that are being housed in a building. This information could be pulled up while on route. \$5,885.73 was requested and \$5000 was granted

Norton Middle School, 6th Grade ELA

Mr Goldstein was requesting equipment to expand the current TV/Media program. Several pieces of equipment were reviewed such a large monitor to go into the rotunda, additional Ipads and Imac. All this would allow the middle school to continue to produce high quality programs and share them with the community. There were three level of funding requested, ranging from \$9500 to \$3500. The middle School was granted \$5000

Norton Police Department

The Norton Police department made a request for 5 Ipads. An officer from the police department was present and reviewed the different uses that these Ipads would assist the department. It was clear to the board that the Ipads were a valuable resource to the officers in the field. It was agreed to fully fund their request. \$3500

Norton Public Library

The Norton Public Library is requesting \$5,554 to fund online programs that will be used by the community. These resources will give members of the community 24/7 access to a variety of online services . The Norton Library is a past recipient of NMC grants and has shown they are a great resource for the entire community. It was agreed upon to fund \$5000 to help the Library to continue all their services.

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

Next meeting is scheduled for January 6th 11am.

Meeting adjourned at 12:07 PM.

Minutes Approved by Committee on: _____.

Respectfully submitted,

Signatures:

Chairperson _____
Charlene Fisk, Norton Media

Secretary _____
Mike Kramer, Norton Media.



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