



# TOWN OF NORTON

**Norton Cable Access Corp.**  
(Committee)

## MINUTES

Date: 12-15-10 Time: 5:10pm

Location: Norton Cable Access Studio

Members & Staff Present: Gretchen Stalters, Sue Morgado, Jason Benjamin, Kathy Zawasky  
Members Not Present: Victor Rodriguez

**The meeting was called to order at: 5:10pm**

Minutes from the Nov. Meeting were reviewed and Approved.  
Treasurer's report reviewed and approved. Cash position Balance is \$283,509.20

*Meeting Motions / Actions and Summary of Discussions:*

***Station Manager report:***

*(See attached report from Manager)*

*Jason will contact Sprint in place of Verizon which will give a cheaper plan for the phones.*

*Thank you letter from Tricentennial Committee sent to Jason for help with the publicity.*

*Jason added more info. on Cable website on the front page*

*Jason completed Annual Report to go into the Town of Norton Report for 2010. The Board reviewed this.*

***Old business:***

*Phone service- Jason discussed in his report Kathy noted that Jason had a second line listed on his account. Jason not aware of this. HE will contact Verizon to ask. If so Gretchen suggested he ask to be reimbursed for back charges since this second line was not requested. Jason to update us all.*

*NMS studio equipment request: Board suggested that Mr. Kramer consider making some changes but to speak with Jason and Paul Driscoll first about it. He is to discuss requests with Dr. Ansay and Mr. O'Rourke.*

*Kathy made a motion to support a revised a proposal from Mike Kramer to update the NMS studio not to exceed \$10,000 upon written approval by Dr. Ansay.*

*Sue seconded and all approved.*

*Gretchen suggested to Mr. Kramer to see if any NHS students who can do interning can come over to help out with the studio. Also asking for parent volunteers during the day may be an option to get more help with the studio. Gretchen spoke to Mr. Kramer about this and he will let her know of developments.*

*Gretchen spoke to Chief Gomes regarding sound system- all set with Fire Dept. continuing to take care of microphones and speakers for Town Events that are outdoors.*

*Veterans Day Parade where there was no microphone was a slip up.*

*New Station location- Wheaton wants Norton Cable to pay a portion of cost for the assessment of the building for new studio.*

*The Board discussed and agreed to pay up to \$2000.*

*Kathy made motion that we will pay half of the cost not to exceed \$2000 to Wheaton (Staples location on Rte 140) to complement Wheaton's architectural investment for new studio. Gretchen seconded all approved.*

*Installation of NHS camera on football field. – discussed in Jason's report.*

*Review of Station Director and Performance Evaluation to be tabled until Victor present at next meeting in Jan 2011.*

*Credit card- Kathy to speak with Accountant about getting a Visa prepaid card for Jason to use for petty cash.*

*Dr. Ansay asked if Gretchen could work with someone about interviewing some past NHS graduates and their success stories . Gretchen looking to get someone to help her out. Names of some graduates forwarded to her already.*

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- *Next meeting Jan18, 2010 5pm*
- *Motion to adjourn by Gretchen seconded by Sue*
  
- *Meeting adjourned at 6:35pm*

**List of Documents and Other Exhibits used at Meeting:**

- **Station Managers Report**
- **Treasurers report**
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Respectfully submitted,

*Signatures:*

Gretchen Stalters, Norton Cable Access Secretary