



TOWN OF NORTON

Norton Cable Access Corp.
(Committee)

MINUTES

Date: 4-7-11- Time: 1:10pm

Location: Norton Cable Access Studio

Members & Staff Present: Gretchen Stalters, Victor Rodriguez, Sue Morgado, Jason Benjamin

Absent: Kathy Zawasky,

Guest: Mr. Yunits- Town Manager myunits@norton.ma.us.com 285-0212

The meeting was called to order at: 1pm

Board introduced themselves to new Town Manager. Purpose of inviting him was to let him know How Norton Cable had been functioning and what involvement they had with the town, past donations, etc. He discussed his involvement with Cable in Holbrook at previous job. Discussed plans for Town Meeting and the est. costs of having ATR Treehouse do the work (sound/monitors) Estimated to be \$6-9000 for two nights of set up each day. Selectmen will look into doing reserve fund transfer to pay for the cost of the fees. Town Clerk involved with this and Jason has spoken to her about the set up and costs.

Minutes from the March 2011 Meeting were reviewed and Approved by Board
Treasurer's report- Kathy not here to present it- will bring to next months meeting.

Meeting Motions / Actions and Summary of Discussions:

Station Manager report(see attached)

Selectmen's room update: Discussed making a "meeting room" for the Townspeople for committee meeting. This would make it easier to tape a show well. In future building we will make a permanent room for this.

Jason asking for a replacement of Canon GL2 camera which broke in Selectmen's room. Jason researched and the costs are: \$1000 camera \$200 for each microphone and we need 3 plus \$250 for automixer (16 channel). Total of \$4200 requested. Gretchen made motion to approve up to \$4200 to purchase and Sue seconded. Board approved.

Request for a document camera for help with architectural plan and viewing large presentations costs up to \$1200. Jason has already pried out from 3 companies for each item to get best deal. Gretchen made motion to spend up to \$1200 to purchase this, Sue seconded Board approved.

New studio walls painted and molding put up, floors cleaned and polished. Looks much better and clean. Gretchen suggested for Jason to speak with Electrician and Custodian, School Dept. regarding Dig Safe coming. There are plans for a new running track to be put in if approved at Town Meeting. We do not want dig safe to have to come twice so want to be sure when new electrical installation done for field cameras this will not interfere with a new track being put down. Jason to make sure everyone is aware of plans.

Old business:

Equipment in NMS- Victor received an email from Paul Driscoll regarding the School Dept asking for money to training someone on the new computers that Cable paid for last year for NHS. Apparently no

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one knows how to work the software and Apple is very costly. The Board agrees that Norton Cable should not pay for the training- we did not promise to do this when the equipment was ordered. Lynn Wiegel was present when this was done and she is no longer in the school system. Victor will communicate with Paul to let him know and he will ask we be kept informed on what happens with this situation.

New Station Location update: on hold since Rick Wallach from Wheaton who had been involved recently passed away.

Review Station Director evaluation: Victor reviewed with Jason after meeting was over.

Asst. Position- Exact duties of what position will be doing on hold now until we are closer to having ewn studio built.

New Business:

Potential Board member now not interested.

Community Fund; Jason to get list of what and to whom we have donated money to the past few years.

This will help us to calculate an amount that we would consider having in our "Community Fund" in case someone asks for donations from Norton Cable in the future. A policy can be discussed at later time.

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- ***Next meeting May 17, 2011 1pm at Norton Cable Studio***
- ***Motion to adjourn by Gretchen seconded by Sue***
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- ***Meeting adjourned at 2:50 pm***

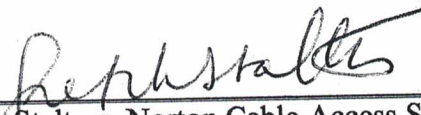
List of Documents and Other Exhibits used at Meeting:

- **Station Managers Report**
- **Treasurers report**
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Minutes Approved by Committee on : _____
Respectfully submitted,

5-6-11

Signatures:



Gretchen Stalters, Norton Cable Access Secretary



Victor Rodriguez , Norton Cable Chairman