



# TOWN OF NORTON

Norton Cable Access Corp.  
(Committee)

## MINUTES

Date: 10-13-11- Time: 1:00pm

Location: Norton Cable Access Studio

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2011 NOV 14 A 10:56

Members & Staff Present: Gretchen Stalters, Sue Morgado, Jason Benjamin,  
Victor Rodriguez Absent: Kathy Zawasky,  
Guest: Dave Pineiro- Accountant

### **The meeting was called to order at: 1pm**

Minutes from the Sept. 2011 Meeting were reviewed and approved by entire Board.  
Treasurer's report reviewed and approved. Cash position Balance is \$293,795.24  
Accountant Dave Pineiro present and suggestions to put some more detailed line items on the monthly budget discussed.

### *Meeting Motions / Actions and Summary of Discussions:*

#### ***Station Manager report: see attached***

It was stated at Emergency Preparedness meeting that NCAC has no back up power like other buildings in town. Jason discussed we could spend money for a generator, however, Board did not agree to do so. Jason requesting PC-based platform for the Captivate training software so he can use the software that was purchased. Present computer system cannot support this.  
Victor made a motion to purchase it, Gretchen seconded and entire Board approved.  
Board had a discussion regarding the bridge connection for the fiber loop, and decided not to act on the station manager's proposal due to the \$8,000.00 cost.

#### ***Old business:***

Proposed Studio: subcommittee discussed Wheaton building. They have asked NCAC to pay upfront for part of cost to start renovations. Victor made a motion that NCAC commit to Wheaton College \$50,000 as our down payment and will receive a reduction in lease cost throughout the course of the 15 years. Gretchen seconded and all Board approved.  
Gretchen asked Jason to call newspaper to inform public on updates to the NCAC website. He has sent information to Norton Patch and updated channels on TV informing people.

#### ***New Business:***

Documents from Town Clerk's Meeting for Town Employees/Committee Members on holding Board Meetings, recording minutes, voting, etc is on Town Clerk website for us to look at.  
NMS Vice Principal sent letter asking NCAC to consider the purchase of TV Monitors to be put up in cafeteria to show announcements for school, NMS basketball games, other ideas that students/Vice Principal has for making programs involving media/tv club. Gretchen brought up discussion about monitors in the JCS school and its use. Years ago NCAC purchased one for that school which Mrs. Brown wanted. Unsure how often/if it is being used- Gretchen to speak with Mrs. Bolton JCS Principal about this. Maybe we could move it to NMS if not being used.

- *Next meeting Nov. 7, 2011 1pm at Norton Cable Studio*
- *Motion to adjourn by Gretchen seconded by Sue*
- *Meeting adjourned at 2:40 pm*

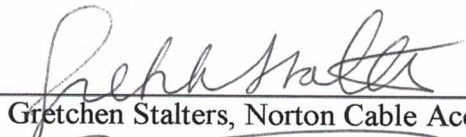
**List of Documents and Other Exhibits used at Meeting:**

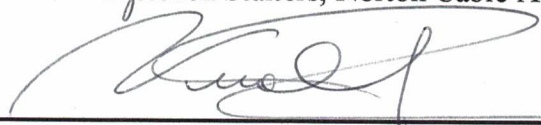
- **Station Managers Report**
- **Treasurers report**
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Minutes Approved by Committee on: 11/7/11

Respectfully submitted,

*Signatures:*

  
Gretchen Stalters, Norton Cable Access Secretary

  
Victor Rodriguez , Norton Cable Chairman