

January 14th, 2014

**MASHPEE CABLE AND ADVANCED
TECHNOLOGY ADVISORY BOARD
MINUTES OF MEETING HELD
TUESDAY, JANUARY 14, 2014
TOWN HALL – WAQUOIT MEETING ROOM**

Present: Andrew Eliason
Lolita McCray
Dan Riley

Also Present: David DeVecchio, Director of Information Technology
John Gamache – Facility Coordinator of Mashpee TV

Andrew Eliason, Chairman Pro Tem, called the meeting of the MCAT Board to order at 1:05 p.m. and welcomed John Gamache, Facility Coordinator, Mashpee TV to the meeting and commented that he very much enjoyed the orientation meeting Mashpee TV conducted.

Roll Call was taken.

Approval of Minutes

Motion: Lolita McCray motioned to approve the minutes of the meeting of September 10, 2013 as read; Andrew Eliason seconded the motion.

VOTE: Yes-2; and 1-Abstain.

Roll Call Vote: Andrew Eliason, yes Lolita McCray, yes Dan Riley, abstain

Budget Status Update...Andrew Eliason reported the PEG account has a balance of \$42,178.03 and the Capital account has a balance of \$110,338.95.

Mashpee Community TV (MTV)

John Gamache presented an MTV State of the Union update—copy of which is attached to the printed set of these minutes. Highlights of the discussion included the following:

- John has been with MTV since September. He said Amy Davies did a great job in laying the groundwork. He said once at MTV he started assessing equipment and analyzing where they needed to fill in gaps.
- Studio is well equipped; and has fantastic space. John said he just painted the wall.
- Will be doing full training on production system tomorrow.
- Goal is when training new people have them trained on new equipment...not a service to train on old equipment.
- They put together 2 camera kits for half the price of Sony camera kits.
- Have enabled people of limited physical capability to be able to manage equipment.
- MTV uses Adobe Creative Cloud. They have a subscription to Premier editing software. These are most-used editing software and will always have latest since MTV has subscription to Premier.
- MTV wants illustrators because that goes into production.
- MTV has subscription to on-line training called Lynda.com. It's a data base of training videos, tutorials on almost every software, such as

facebook. Subscription can be accessed from home. Most useful to have the program in front of you when doing the tutorial. Business software is on there as well. Dan Riley said this will be great for High School students to access and even for people going into the studio to access beforehand. Good resource for MTV.

- Playback—Old Leightronix Nexus was slow and took almost twice the time to upload as to run. MTV now uses Castus Quickroll. Castus system will playback in any format. If problem such as power outage Nexus couldn't do things instantly. Castus will pick up exactly where you leave off the broadcast. Castus can get information in streaming immediately; and John can access remotely. John said MTV is dealing directly with Castus; and learning all the possibilities. The technology will be widely used in this area. Andrew Eliason said to think about the broadcast system here. John and David DeVecchio responded that Joyce Mason, Tom Mayo, David DeVecchio, and John Gamache met yesterday and talked about how to improve broadcasting.
- MTV opted for 2 channel boxes so that in the future they may be contributing to the programming or doing most of the broadcasting for Channel 18.
- John is acting as the "advertising department". He said he is trying to get out and promote MTV. There are guidelines as to what they can/cannot promote. Dan said they can be informative, but can't be commercial. John said if business wants to sponsor a program, then business can be mentioned. For instance, if a realtor wants to profile "how do you" sell a house in the current market, that's fine.

John said their goal is to get people to feel comfortable that this is something they can manage and learn and to encourage people to take on some small projects. John said he is happy and honored to be part of this. John said MTV is a community station and he hopes to make it a good community experience. John said hopefully he will be meeting with Board of Selectmen to talk about what information should be getting out to the community. He feels that by using facebook, etc. you are reaching out in another format other than Comcast TV. John said a goal is to make sure people who have involvement/relationship in Mashpee but don't have access to Mashpee TV can be informed through these other options such as facebook.

Andrew Eliason said the modulators here are not HD. John said MTV can handle HD, but they can't do HD on Comcast Cable Channel 99. David said we need fiber optics for schools and this may be the time to talk with Comcast about the situation. John said MTV has to work out logistics and get Comcast to do what they have to do to make it work.

Dan Riley said he talked informally with Tony DaSilva of OpenCape with regard to Southport connecting their offices to Open Cape. The estimate to connect offices only at Southport would be approximately \$12,000 and that would give internet access only. Dan said OpenCape is trying to think through the business model now.

David noted that Comcast has the infrastructure. With OpenCape, who is going to maintain?

Control Room

- David reported IT purchased a \$700 device for the Control Room to stream live meetings.
- Andrew said the DVR is working better than in the past.
- Andrew suggested perhaps better cameras or one more camera needed for the Control Room.
- David suggested the cameras be cleaned and then schedule for routine cleaning annually. John Gamache is meeting with Access A/V and per David's request John will ask Access A/V to provide cost estimate to clean cameras in Town Hall Meeting Rooms.

Next Meeting... The next MCAT meeting is to be held 1 p.m. on Tuesday, April 8, 2014, Town Hall Waquoit Meeting Room.

Adjournment... Dan Riley motioned to adjourn the meeting; Lolita McCray seconded the motion; and the motion was unanimously passed. The meeting adjourned at 2:25 p.m.

Respectfully submitted,

Jean Giliberti
Recording Secretary