



**Town of Stow**  
**Local Access Channel Advisory Committee**  
**(LACAC)**  
**380 Great Road**  
**Stow, Massachusetts 01775**

September 5, 2018  
LACAC Meeting Minutes

Attending: Bob Glorioso, Lee Pappas, Jonathan Daisy, Brian Burke, Robert Putnam

7:24 call to order

### **Minutes**

Brian moved, Lee second, to approve the meeting minutes of June 6, 2018. Approved unanimously

### **LACAC Board Update**

- Jeff Cronenberg has moved to Maynard and is no longer able to serve on the Board.
- Robert Putnam attended the meeting and expressed interest in being on the Board.
- Brian brought up that there are procedural steps to take in order to replace Jeff
- It was decided that Jonathan would talk to the Town Clerk and past Director Anne Van Tine to find out and start the process.
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### **Lew Purchases Reimbursement**

- Stow TV staff member Lew Halprin has asked to be reimbursed for past purchases.
- The board agreed that it was not done according to correct procedure, but that Lew has been a valuable staff member and that should be reimbursed for items that Stow TV actually uses, with the understanding that correct procedure will be followed in the future.
- Jonathan will go over the invoices with Lew and decide what is reimbursable and report back to the board.

### **Drone update**

Jonathan has not finished studying for the pilot's license. He will take the test and if successful, will meet with the board and decide on a drone purchase. Brian suggested studying with Nicki.

### **Mission Statement**

The latest statement was accepted with slight wording changes suggested by Bob, and also that the strategy be included. The board discussed the possibility of publishing it in the Stow Independent.

**HD Conversion**

The Board approved that Jonathan should research the cost and options for a new server that will not require the need to convert videos to SD, as well as upgrading the Warren room and 3<sup>rd</sup> floor room to HD cameras. The goal being that a cost figure is reached in time for a capital request in the Spring Town meeting warrant for FY 2020

**School Committee Recording Update**

Jonathan told the board that the recording set-up is not completely done, but the first meeting has been recorded by a single camera manned by a videographer assigned by Bolton TV. No bill for the work and recording has been received from Bolton TV yet.

**Goals**

Brian suggested that Jonathan should pursue the possibility that some of Stow TV's productions be submitted in award contests through local organizations. Mass Access being the best place to start, board agreed.

**Stow TV Committee**

- Bob brought up the fact that one of the cable companies contracts is due for Re-negotiation soon and that the Stow TV Committee should be brought back together to plan strategy. Jonathan will contact the members and arrange a meeting.

Brian moved, Lee Seconded, to adjourn at 8:25pm

Respectfully Submitted \_\_\_\_\_ Date \_\_\_\_\_