

PACC
Meeting Minutes
June 8, 2015

Roll call:

- 1) Meeting started at 6:00pm.
- 2) Committee members present were Jeff Bajko, Rhonda Lisio, and Steve Walker.
- 3) Non committee members present were Jo McLaughlin, Joe Ebersole, Pete Lincoln, Deb Lincoln, and Faith Beall

Public comments:

- 1) Virtual TV tour of old high school to preserve memory: project will be headed by Peter Lincoln.
 - a. Would like to include 1965 Reunion who will be touring the old high school.
- 2) Peter would like to borrow equipment for the project.
- 3) Re-appointment forms were just left in all committee's mailbox. No need for the PACC to fill out.

Review and approve meeting minutes from May 18, 2015:

- 1) Committee reviewed and approved minutes with recommended changes.

Coordinator's monthly budget report:

- 1) A letter to Karen Brochu, the town accountant, should be sent with the numbers of the FY16 budget.
- 2) The committee had a concern for having enough money for monthly training and was informed that there is plenty of money to cover expenses.
- 3) Start working on remote locations. Jo needs more technical help. Looking at an IT consultant. Evaluate remote locations, etc. Jo will then send out bids once educated.
- 4) Ending balance of June 8, 2015 is \$302,086.24
- 5) May 13, a payment from Comcast was made of \$24,428.48.
- 6) Letter of transferred funds for Jason Kearns services.
- 7) High school open house is Thursday June 25th: purpose to get volunteers.
- 8) Increase 3% in local broadcast: Lacrosse games bulk of it.
- 9) Taping Kate Chadbourne: private party to be aired on channel 9.
- 10) Other committees will be responsible of taking their own meeting minutes. A letter will be constructed, reviewed by committee chair and sent to selectmen board.
- 11) Other towns are broadcasting their public access channel in HD through RCN.
- 12) Jo met with Kevin Boussom about footage of boy scouts hike of the Issac Davis trail in Acton.

Review Vendor payment policy

- 1) Jeff will review and format purchasing policy and present it at the next meeting.

Bulletin Board Policy:

- 1) Reviewed and voted for approval.

Discussion of cable advisory committee:

- 1) Committee has not had their first meeting yet.
- 2) In future, communication will be started with PACC and CAC.
- 3) Points brought up for further discussions.

Agenda Items for next meeting:

- 1) Roll call
- 2) Public comments
- 3) Coordinators monthly report:
 - a. Define line items funding for FY16
- 4) Discussion of organizational meeting
- 5) Discussion of Coordinators job description
- 6) CAC update
- 7) Review purchasing policy.

Adjourned:

- 1) Meeting adjourned at 8:20pm.

Next Meetings:

- 1) July 6, 2015.
- 2) Aug.

Jeff B

7/8/15