

**Cable Television Committee  
Minutes  
January 8, 2002**

These are the minutes for the Sudbury Cable Advisory Committee meeting held on JANUARY 8, 2002. Attendees were Hal Barnett, Michael Pincus, Peggy Frederickson, James Siket, and Michael Daitzman, Mark Thompson, and Marty Greenstein. The meeting started at about 7:40 PM. and was held at the Fire Station.

James announced that there have been three meetings televised from Town Hall so far with the new remote control equipment.

Jeff informed us of our financial position. We have about \$250 in committee cash account, but will be getting \$400 of bills connected with the Town Hall installation (lattice to protect equipment plus may want to buy some lights for an additional \$100).

We will get \$2000 in license fees in March. We also have about \$9000 in money due to us due to underspending on the studio during 2001.

Maureen, the TM, wants a document camera for Town Hall to look down from the ceiling to view papers laid out on the table before the Selectmen. This idea is not new but makes more sense now given our success so far, and the real benefits that we have obtained, installing video equipment into the Town Hall. She would also like a curtain to cover the white wall behind the Selectmen. Mark is to get estimates for these, but Jeff says that this must be done in the next few days. The document camera would feed into a video projector and hopefully into video system.

Preliminary guesses: The document camera is probably about \$3500. Curtain may be \$1000. The Town will try to get a grant for the rest of the Town Hall upgrades (Sudbury Foundation?).

Given all this, our intent is to take about \$6000 of this money and place it into the revolving fund leaving the rest with the Cable Provider for further equipment purchases. We formally voted to place this money into the committee's revolving fund (unanimous).

A motion also passed unanimously to put before the Town Meeting the question of approval of this revolving fund, this is an annual formality.

We need to have a committee member to monitor the implementation of the studio in the new high school. This member would make sure that such things as a see through window from the control room to the studio area actually happen. Also connectivity.

Fred Walker and Paul Sarapas (AV instructor) should be involved. Jeff to contact them. Michael Daitzman is interested in helping.

Michael Pincus led us through the relevant high school architectural drawings. Camera inputs will be installed in the auditorium, drama room, lecture room, practice gym, performance gym, and library, at minimum with multiple inputs in many, if not all, of these places. Each of these rooms has their own sound systems that can be electrically connected into the mixer used for the various productions.

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James described what he has been doing. He has been taking care of the bulletin board. If people want to contact him, they can do it by phone or e-mail. Jim will cover the DARE graduation at Noyes this weekend. A No Place for Hate session at the Town Hall will be videoed next week. He is trying to get some students to cover basketball and other events. They are looking for an announcer. He has been in contact with Paul Sarapas. He is taking classes in Framingham on some of the non-linear equipment they have plus learning new directing, lighting, and organizational skills.

There is a hum in the audio equipment in town hall. They will replace the mixer and recording deck later this week.

James' hours are 10 to 6 weekdays except Mondays when he is working evenings to do Selectmen's meetings. There are other exceptions when other events are occurring including AT&T business meetings. Usually he will be in the studio for sure from one until three unless an event the night before goes very late, possibly allowing him to take a day as compensatory time. James thinks that we should buy a new system for posting bulletin board announcements. This would be a new character generator. An AlphaGen Magic Box (\$2500) might be the solution. It allows for the automatic removal of announcements after a certain time and date.

We also need a new Leightronix playback system that would control the current four VHS playback decks. It is hard to cue to the exact starting time of tapes plus commands have to be entered twice for each program. A new system would allow us to expand beyond four decks also.

We could use camera remotes and tripod stabilizers for the portable cameras. The camera remotes are control arms that allow adjustment of focus, zoom, and viewfinder, etc. without touching the camera itself. We have these for the studio cameras. The stabilizers are plastic pieces that spread the tripod legs (making them more rigid?). We could also use two headphones and two SVHS tripods.

Peggy suggests an additional wireless microphone. This would cost \$900. We have one now used for the audience at meetings. This would be for Town Hall.

Mark will set it up so that Jim can put the cable station schedule onto the Town Web site. It may also be used for other announcements and discussion points. The site address is <http://www.sudbury.ma.us/committees/cable>. You may be reading these minutes from that site since all cable meeting minutes are posted there dating back several years now.

James will be preparing the Quarterly programming report for the last quarter and providing it to us shortly. Michael Pincus was given a letter from the Town thanking him for his efforts.

Respectfully submitted,

Marty Greenstein.