

Minutes of the Cable Advisory Committee Meeting of September 11, 2002

The meeting was convened at 7:55 PM.

Present were Chair Catherine Russo, and members Tim McCarthy and LouAnn Bowen. Also present were MIS Coordinator Gary Delius, and Assistant Town Manager Mark Latour.

After some discussion, a motion was made by Catherine and seconded by LouAnn that when a member misses a meeting, it shall be the responsibility of that member to find out the date and time of the next meeting. The motion passed by a vote of 3 in favor and 0 opposed.

It was also discussed that if a Committee member can not make a meeting, that they should notify the Chair ahead of time.

Catherine indicated that she would work with Gary Delius and Committee members to send a letter to James Paul Ludwig to ascertain what additional services and resources can be offered to Provincetown and the Cable Committee.

Gary discussed I-Media, an entry level platform to get into videography at a low cost, before upgrading to more sophisticated and expensive software.

Committee members discussed the upcoming September 23, 2002 meeting with the Board of Selectmen, and wanted to ask the Selectmen for some flexibility with their spending, as this is their first year with a new project (the video studio), and estimating expenses will be difficult in the early stages of this project. The Cable Committee members are still in the learning mode regarding their first year of budgeted operations.

Cable Committee members also want to explain to the Selectmen the role of technical consultant as it relates to the establishment of a video studio.

Committee members asked about the Cable Budget for this year, and asked what had happened to funds from the previous two years. Tim said he would talk with the Finance Department to determine how much is set aside for the committee but unspent from previous years.

Tim then made a motion for Catherine and Gary to present the cable committee budget to the Selectmen on September 23, 2002. They are to discuss issues such as site, staff, equipment, and the need for flexibility with these budget details. LouAnn seconded the motion. The vote was 3 in favor and 0 opposed.

Tim asked Mr. Latour if he could pass on his conflict of interest report to the Board of Selectmen as soon as possible. Mr. Latour indicated he would try to do so by Friday. Committee members asked that the conflict of interest comments which Catherine and Tim had written, be faxed to the State Ethics Commission for their opinion.

Tim also asks that the question be raised about the legitimacy of a working group to advise the Cable Committee on video production and editing matters also be reviewed either by Town Counsel or the State Ethics Commission. Cable members are not interested in being a part of this group if it is not sanctioned as being legitimate and above board.

The next meeting was scheduled for 7:30 PM on Wednesday, September 25, 2002.

Tim moved to adjourn the meeting at 9:15PM. LouAnn seconded. The vote was 3 in favor and 0 opposed.