

Milford Government Access Committee

Tuesday, November 17, 2009

Call to Order: 7:20 PM

Committee Members Present: Michael Manente, Robert Adams, Toby Zabinski, Phil Kearney, Paula Patterson

Motion to approve Minutes from Sept '09 made by Bob Adams, Seconded by Toby Zabinski. Motion passed

Motion to approve Minutes of Oct. '09 made by Bob Adams, Seconded by Mike Manente. Motion passed.

Chair's Report:

City Hall robotic camera system is not yet operational. The wiring is complete and was beta tested with the equipment by the contractor and Chair of MGAT who reported that the cameras worked remotely. Dennis Guaglinone had mentioned in an email that there was a problem with the wiring, but no details were included in the Line Producer's Report.

No Public Comment.

The GATA Grant process was discussed. \$3200.00 remains from the balance of 2009 Grant and needs to be spent by 12/30. Bob Adams will price out camera kits and submit a bid with the 2009 Grant Report. The Committee will contact the MIS to begin the process of ordering a network connection for the anticipated broadcast server requested through the 2010 GATA Grant.

Line Producer's Report:

Dennis is taping a Milford meeting and is not present. He provided a report via email. The Committee noted that he omitted including a list of programming for the past two months.

Toby Zabinski made a motion requesting a written list of all MGAT owned equipment including serial numbers. Phil Kearney Seconded. Motion passed.

Phil Kearney made a motion based on the recommendation of the City Attorney's Office to request that all MGAT equipment and documentation, including all manuals and warranties be returned to City property per instructions from the MGAT Committee on a date to be determined. Paula Patterson Seconded. Motion passed.

There was a discussion of FOI requirements.

Old Business:

Phil Kearney made a motion to establish a written job description for the Line Producer position. Toby Zabinski Seconded. The Motion passed.

No New Business.

Adjournment: 9:20PM Motion made by Phil Kearney, Seconded by Mike Manente. Motion passed.