

# MGAT MINUTES

Milford Government Access Television Committee Regular Meeting

Tuesday, April 23, 2013, 7:00pm

Parsons Government Complex, Board of Education Main Conference Room, 70 West River Street, Milford, CT 06460

**Members attending:** Phil Kearney (Chair); Barbara Genovese, Paula Patterson

**Staff attending:** Arney Rogoff (Broadcast Operations Manager), Meg Greene (Recording Secretary)

## Call to Order

The meeting was called to order by Mr. Kearney at 7:09pm.

## Previous meeting minutes

A motion was made, seconded, and carried to approve the minutes from the March 26, 2013, meeting.

## Public comment

None.

## Chair's Report

**Mr. Kearney** spoke with Mayor Ben Blake prior to the aldermanic budgetary hearing the previous evening. Mr. Kearney was pleased to report that the mayor's office will authorize MIS Coordinator Jean Lasczak to proceed with installing a modem in the City Hall video control room. The upgrade will provide web streaming and support AT&T U-verse fiber service. The selected vendor's president, Mike Savic, of Discover Video, will schedule installation of streaming video and set up training for Mr. Rogoff. Mr. Kearney noted that \$1000 had been set aside in this year's proposed GATA grant for access fees. **Ms. Patterson** asked if that was annualized; Mr. Kearney said it was. Discussion ensued about other needed supplies.

**Mr. Kearney** stated that the 2013-2014 GATA grants will be awarded in May and disbursed in August. Assuming Milford is awarded a grant, this schedule would have to be taken into account when allocating upcoming expenses. Mr. Kearney also noted that cable access expenses for the first month or two after the modem is installed will probably run about 50 to 80 dollars per month. Mr. Kearney said the total GATA grant requested was for \$25,000. Any amount awarded by GATA would be added to the \$15,650 line item request in the mayor's proposed budget, if approved.

Mr. Kearney and Mayor Blake also discussed funds for secretarial services that had been removed from the proposed budget. Mr. Kearney conveyed that in addition to taking meeting minutes, administrative support was needed for posting agendas and minutes on the website and for submitting required filings with the City Clerk. He highlighted the small size of the commission, which tends to stretch volunteer commissioners' efforts. Mr. Kearney felt it was an informative exchange.

## Broadcast Operations Manager's Report

**Mr. Rogoff's** recording schedule for April contains the following ten events:

April 1 - Board of Aldermen

April 2 - Planning & Zoning

April 3 - Park, Beach & Recreation

April 4 - Board of Aldermen (budget hearing)

April 8 - Board of Education

April 9 - Zoning Board of Appeals

April 16 - Planning & Zoning

April 22 - Board of Aldermen (budget hearing)

April 24 - Board of Aldermen (budget hearing) \*

April 29 - Board of Aldermen (budget hearing) \*

- Future event

Mr. Rogoff reported that some commissions and boards continue to change venues without informing him, resulting in lost opportunities for recording. **Ms. Patterson** and **Ms. Genovese** noted that it wastes Mr. Rogoff's time to travel to scheduled locations for these meetings, ready to record them, only to find that he can't find the meeting's actual venue.

**Mr. Rogoff** said he attempted to contact potential back-up producer Chris Kelly without success. **Mr. Kearney** said he would like Mr. Kelly to observe Mr. Rogoff recording a meeting as a dry run. Mr. Kearney provided Mr. Rogoff with additional contact information for Mr. Kelly. **Mr. Rogoff** said he will get in touch by the end of the week.

#### Old Business

##### *Inventory*

**Ms. Patterson** continues her work on this project.

##### *GATA (Government Access Television Alliance, a Subcommittee of Cable Advisory Council Area 2)*

**Mr. Kearney** provided copies of the GATA grant proposal he submitted. He noted that the only equipment proposed is an HP laptop to be used for video editing & production, freeing up the current less powerful laptop for video scheduling and broadcast operations. He noted that Discover Video still has to install current equipment and conduct training. The rest of the funding in the proposed GATA grant will be earmarked for payroll and fees.

##### *Budget*

**Ms. Genovese** said she is working with **Ms. Patterson** on migrating MGAT financial information to a comprehensive spreadsheet which will support better analysis and planning.

##### *Cable Advisory Council (CAC) Area 2*

**Mr. Kearney** said that Soundview v. CAC litigation will begin soon. He reported that two CAC members with public relations backgrounds are working on a press release explaining how Soundview's actions may jeopardize funding for public access television. The goal is to get local media to cover the story. **Mr. Rogoff** asked if CAC has retained a lawyer; **Mr. Kearney** said they have. He noted that advisory legal support is also being provided by the towns of Fairfield, Woodbridge and Orange, and Milford's City Attorney's office.

##### *Scheduling guide for MGAT programming*

**Ms. Patterson** asked for a status. **Mr. Rogoff** said providing this type of information would become more feasible once streaming internet access was available, which would also support on-demand online programming.

##### *Revising policy and procedures*

**Mr. Kearney** said this topic would be on the agenda for next month.

##### *MGAT Commission Size*

There was general agreement that the committee would benefit from the addition of two members, however this action requires approval by the Board of Aldermen. **Ms. Genovese** suggested that a letter be sent asking to have this item put on next month's aldermanic agenda.

#### New Business

None.

#### Adjournment

The meeting was adjourned at 7:56.

Respectfully submitted,

Meg Greene  
Recording Secretary