

**Minutes of the February 9th, 2023 Online Harvard Cable Access Committee Meeting**  
Approved 3/9/22

**Committee Members Attending:** Nick Browse (chair), Robert Curran (vice chair), Chris Jones (recording secretary), David Henderson

**Others Attending:** Brittany Blaney (Station Manager), Will Hopper (Station Operator)

**Called to order at 5:03 PM**

**Meeting Minutes:** Minutes of the January 12th and January 25th meetings were reviewed and unanimously approved.

**Public Comment:** none

**Budget and Finance:**

- Everything is on track with regards to the budget.

**Station Manager's Report:**

- See attached, in addition...
- Nick and Brittany met with the Personnel Board on January 18th and the board approved minimum wage pay for recording staffers/co-op students, and we are now waiting for the town to sign off on the change.
- Brittany has hired a junior co-op student from Assabet who could start working 30 hours every other week this coming Monday. In addition, she has also hired a Bromfield student for 5 hours a week as a recording staffer. Both students will have their hands in a number of different tasks at the station.

**Follow up to the January 25th Charter Contract Renewal Hearing:**

- Nick felt it was a good meeting and in addition to the online comments, 45 written comments were also submitted to the town. These comments were broadly positive.
- The committee will need to push the contract issue ahead with the guidance of Bill Solomon although the current contract doesn't expire for another 23 months.
- Bill Solomon is interested in knowing about our fiber network.

**New Business:**

- Nick broached the topic of capital expenditures for FY23. We are currently under budget by \$6,000, so there is money to spend on equipment.

- Brittany would like to purchase a new editing computer which could be in the range of \$4,000 to \$5,000 although she wasn't certain.
- Nick asked if the Media Club needed anything, and Brittany thought possibly some podcast equipment even though the demand for that isn't there yet.
- The purchase of some CAT cables was discussed, and David offered his help with that purchase should we move forward with it.
- Nick asked Brittany to submit a wishlist that fits the \$6,000 number.

The meeting adjourned at 5:55 PM.

**The next meeting is scheduled for March 9th at 5:00 PM.**

## HCTV Station Manager Report

- **Programming (01.12-02.08) - Reel: <https://vimeo.com/797095502/8b8cb4a659>**

- *Public, 5*

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| <ul style="list-style-type: none"> <li>• Understanding Memory Loss (COA)</li> <li>• Decemberfest</li> <li>• notloB Parlour Concert: Don White</li> <li>• Winter Fest 2023 Promo</li> <li>• Senior Spotlight, February 2022</li> </ul> | <ul style="list-style-type: none"> <li>• NEW to Vimeo, 4</li> <li>• Vicksburg Square Comm Session (2010)</li> <li>• Staff-Senior Basketball (2005)</li> <li>• Girls Varsity Basketball vs. Littleton (2010)</li> <li>• Boys Varsity Basketball vs. Lunenburg (2010)</li> </ul> |
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- *Government, 32 Meetings*

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| <ul style="list-style-type: none"> <li>• Planning Board &amp; Design Review Board</li> <li>• School Committee</li> <li>• Board of Health</li> <li>• Agricultural Advisory Committee</li> <li>• Finance Committee</li> <li>• Capital Planning &amp; Investment Committee</li> <li>• Conservation Commission</li> <li>• Historical Commission</li> <li>• Harvard Devens Jurisdiction Committee</li> <li>• Land Stewardship Subcommittee</li> <li>• School Committee Budget Subcommittee</li> <li>• Climate Initiative Committee</li> <li>• Transportation Advisory Committee</li> <li>• Community Preservation Committee</li> </ul> | <ul style="list-style-type: none"> <li>• Municipal Affordable Housing Trust</li> <li>• HCTV/Charter Communications Hearing</li> <li>• Select Board</li> <li>• Council on Aging</li> <li>• Permanent Building Committee</li> <li>• Personnel Board</li> <li>• Zoning Board of Appeals</li> <li>• Design Review Board</li> <li>• Energy Advisory Committee</li> <li>• Deer Management Subcommittee</li> <li>• Open Space Committee</li> <li>• Community Cable Access Committee</li> <li>• Parks &amp; Recreation Committee</li> <li>• Library Trustees</li> </ul> |
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- Planning Board

## • Analytics

- **YouTube**, 41 *Subscribers*

- 01.12-02.08, 17 *views*

- Bromfield Graduation 2022, 14
- Bromfield Graduation 2021, 2

- Annual Town Meeting 10.01.22, 1

- **Instagram** (<https://www.instagram.com/harvardcabletv/>), 162 *Followers (+1)*

- **Twitter** (<https://twitter.com/harvardcabletv>), 39 *Followers (+3)*

- **Facebook:**

- 01.12-02.08, *Most popular posts by “reach”*

- Newsletter 1/27, 19
- Newsletter 1/20, 17

- Newsletter 1/13, 16
- Newsletter 2/3, 12

- **Vimeo**

- 01.12-02.08: 832 *views (1,718 for 11.17-01.11)*

- Top Videos

- Winter Fest 2023 Promo, 135
- Story Slam: Roy Pastor, 53
- Winter Fest 2022, 37
- Community Preservation Committee 01.25.23, 30
- Zoning Board of Appeals 01.11.23, 26

- Source URLs

- harvardcabletv.com
- Vimeo.com

- E-clubhouse.org (Lions)
- harvardhistory.org
- fivesparks.org

- **Wordpress** (<https://harvardcabletv.com/>)

- 1,692 *Page views (1,034 for 11.17-01.11)*
- Top Referrals: facebook, harvard-ma.gov, havardhistory.org, instagram, twitter

## • Pending Projects

- COA Staying Healthy Without Exercise
- Fivesparks Gallery Tour: Hidden Worlds
- Special Town Meeting 2/13

- 3rd Grade Pilgrim Exhibition 2/15
- Warner Free Lecture: Piano Music 2/24
- Winter Fest 2/25

- Bromfield Science Fair 3/3
- HC2 3/4
- LWV Civics Cup 3/5
- State Ethics Law Training 3/14

- Warner Free Lecture: Emergence from COVID 3/31
- Annual Town Meeting 4/29
- Steve Peisch Concert 6/22

- **Other**

- Assabet Co-op Student
- Recording Staffer Position