



Town of Newton Newton Cable Committee

**2 Town Hall Road
Newton, NH 03858**

MINUTES

Cable@newtonnh.net

April 19, 2017

Call to Order: 6:03pm

Roll Call: Marilyn Landry, Chairman; Sally Woodman, Secretary; Diane Morin, Station Manager; Christine Kuzmitski, Robert Cripps.

New members of the Committee welcomed. Marilyn and Diane explained function of the Committee.

Minutes from Previous Meeting of: March 15, 2017

Diane motioned to accept the minutes as written from March 15, 2017. Seconded by Marilyn with a unanimous vote.

Budget: Diane stated that the we are still within the budget. The only expense has been in salaries. She informed the committee that the DropBox annual fee of \$99 was paid on April 7, 2017. Diane explained what the DropBox was used for.

Marilyn motioned to pay the annual DropBox fee when it comes due from the "Other" line item budget. Seconded by Christine with a unanimous vote.

Correspondence and Communications: none

Review Programing Scheduling:

Upcoming Events: The Memorial Day Parade will be held on Monday, May 29, 2017. Marilyn explained to the new members what the Cable Committee procedures are for recording the Parade. Diane described the parade route. The Committee will meet at 10:00am on May 29, 2017 to setup equipment for recording.

Unfinished Business:

The Station Manager job description was reviewed. Diane will pare down for publication. The job will be posted in the Carriage Towne News, Town web site, and NECCO. The current starting salary would be determined on the applicant's qualifications.

New Business:

Other:

The Committee discussed changing the meeting venue from the Town Hall to the Community Center at Sargent Woods as all the members resided there. Diane will submit the paperwork and personal check of \$50 to cover the security deposit.

Next Cable Committee meeting:

Will be held at the Community Center in Sergeant Woods at 6:00pm on May17, 2017.

Adjournment: Marilyn adjourned 6:30pm

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sally Woodman". The signature is written in a cursive, flowing style.

Secretary