

COMMUNICATIONS COMMITTEE MEETING

MONDAY, APRIL 10, 2012

6 P.M.

HAMPDEN TOWN OFFICE

1. MINUTES OF 3/20/2012 MEETING
2. OLD BUSINESS
  - A. UPDATE – J. FOLSOM PROPOSAL FOR PROGRAMMING
  - B. UPDATE – PORTABLE SOUND SYSTEM
  - C. UPDATE – NEWSLETTER
  - D. UPDATE – COUNCIL SOUND SYSTEM REPAIR
  - E. UPDATE – VIDEO STREAMING PROJECT

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3. NEW BUSINESS
4. PUBLIC COMMENT
5. COMMITTEE MEMBER COMMEN

COMMUNICATIONS COMMITTEE MEETING MINUTES  
3-20-2012

Attending:

Chairman Kristen Hornbrook	Sally Leete
Councilor Jeremy Williams	Matt Thomas
Councilor Jean Lawlis	Susan Lessard, Town Manager
Mark Pierce – Paper Talks	

The meeting was opened at 6 p.m. by Committee Chairman Hornbrook.

1. Old Business

a. Mr. Jim Folsom offered ideas and assistance regarding programming for Channel 7. Find his suggestions in the Committee packet. Much excitement was generated regarding Mr. Folsom's ideas and his eagerness to help get things moving.

b. Mark Pierce offered Hampden a 1/9 page ad in Paper Talks mag. for \$372 with 75 copies for the town office. Mag. includes 9.5 pages about Hampden and features 7 Hampden players. Motion 3-0 to recommend to Finance Comm. to authorize payment from General Expense fund. Mr. Pierce will attend Finance Committee on April 2nd.

d. Mr. Matt Thomas offered update and more ideas to improve live streaming of Channel 7 programming. Three ideas came forward. All agreed that a 'test phase' should be conducted to dedicate a separate computer and modem located outside the town office for minimal fee per month to stream channel 7 programming 24/7 using town-provided lap top and Councilor Lawlis offered her modem for the test.

c. Ideas for newsletter were shared by Manager Lessard: Comp Plan Hearing results, budget workshop meeting schedule, public safety articles, Rt1A summer work project, HA re-use status, department articles as usual, plus new ideas of including the transfer station schedule as an insert to the newsletter, an article about Earth Day, and volunteer activity opportunities in Hampden.

e. Manager Lessard gave an update regarding the council bio updates with photos for the website. Councilor Williams offered to get his written up and sent in and Manager Lessard said she would contact the one remaining Councilor to get his/her bio and photo so that all could be put up on the website at once.

2. New Business

c. (this item was moved to the top so that Manager Lessard could share info. prior to leaving) Money was appropriated last year in order to purchase a portable sound system for the town office. That had not been purchased yet. Councilor Williams agreed to get contact information from a co-worker who had purchased one recently which was of very good quality. This item will be put on the April 10th agenda.

a. Added after Manager Lessard left, possibly a short blurb to be added to the newsletter with simple instructions about how to recycle, perhaps on the back of the transfer station schedule.

b. Two people in attendance reported that there is great difficulty hearing several of the Councilors due to the audio system in Council Chambers. Also noted was the

'thumping' heard often at the last council meeting on March 19. A request was made to have this item put on the Finance Committee agenda for April 2nd in order to discuss where funding to fix the problem may come from. Councilor Lawlis mentioned Bangor's excellent sound system for their council meetings.

d. Discussion with regard to positives and negatives of merging the Communications Committee with the Services Committee. Motion passed 3-0 in favor of keeping the Communications Committee a separate committee. All members present agreed that they are able to meet for a separate meeting and that improved communications is vital especially in light of the past 12 months or so of 'rocky' relations in the town. Also, discussion with regard to how difficult it would be to merge meeting dates or meetings with the Services Committee which is already overloaded and has a large agenda.

All present agreed that we had a good, productive, and full meeting.

Motion to adjourn 7:30 PM.

Respectfully submitted,

Councilor Kristen Hornbrook

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**Susan Lessard** <manager@hampdenmaine.gov>

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**Computer for streaming**3 messages

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**Matt Thomas** <mthomas@hampdenmaine.gov>

Fri, Apr 6, 2012 at 2:41 PM

To: Susan Lessard &lt;manager@hampdenmaine.gov&gt;

Hi Susan,

What computer did you have in mind to dedicate for streaming? I'm thinking that I can't just abscond with the thinkpad in the AV room as this appears to have other functions.

I'm going to need to buy an additional piece of hardware. Essentially a device that you plug analog cable tv into and it tunes into channel 7. Am I set to use the cc for this ~\$50 purchase including ancillary cables?

I have the comm committee meeting listed as this Tue. I will be working and can be present but I will have nothing new to report to the committee.

Thanks and Happy Easter!

Matt

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**Susan Lessard** <manager@hampdenmaine.gov>

Fri, Apr 6, 2012 at 8:57 PM

To: Matt Thomas &lt;mthomas@hampdenmaine.gov&gt;

I will get you a laptop. You are authorized to expend the \$50 on the needed part. When are you doing the test at councilor Lawlis?

Thank you,

Sue

[Quoted text hidden]

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**Matt Thomas** <mthomas@hampdenmaine.gov>

Fri, Apr 6, 2012 at 9:25 PM

To: Susan Lessard &lt;manager@hampdenmaine.gov&gt;

Sounds good. I'll have to configure the computer with the new hardware. I'm hoping we'll be ready for a test run in two weeks.

[Quoted text hidden]