

COMMUNICATIONS COMMITTEE MEETING

Tuesday, June 12, 2012

6 P.M.

HAMPDEN TOWN OFFICE

1. MINUTES OF 4/10/2012 MEETING
2. OLD BUSINESS
 - A. UPDATE – CABLE TV CONTRACT PROGRESS
 - B. UPDATE – VIDEO STREAMING PROJECT
 - C. PORTABLE SOUND SYSTEM – MATT THOMAS
3. NEW BUSINESS
 - A. IDEAS FOR COMMUNITY SURVEY
 - B. NEWSLETTER IDEAS – JULY EDITION
 - C. STUDENT INTERN WORK
 - D. DISTRICT/NEIGHBORHOOD MEETINGS
 - E. UTUBE CHANNEL IDEA
4. PUBLIC COMMENT
5. COMMITTEE MEMBER COMMENT

Item 1

COMMUNICATIONS COMMITTEE MEETING MINUTES
MONDAY, APRIL 10, 2012

Attending:

Councilor Jeremy Williams Sue Lessard, Town Manager
Councilor Kristen Hornbrook
Sally Leete
Jeremy Jones

The meeting was opened at 6:01 p.m. by Chairman Hornbrook.

1. MINUTES OF 3/20/2012 MEETING – Motion by Councilor Williams, seconded by Councilor Hornbrook to approve the minutes of 3/20/2012. Vote 2-0.
2. OLD BUSINESS
 - A. UPDATE – J. FOLSOM PROPOSAL FOR PROGRAMMING – The Committee discussed the detailed proposal submitted by Jim Folsom for a video tour of the new high school for programming for Channel 7. The estimated cost of the project is \$500-\$700. Councilor Williams suggested that SAD 22 be contacted to see if they would contribute financially to the project. Councilor Williams also agreed to provide air service so that aerial footage of the project as well as other Town properties could be obtained.
 - B. UPDATE – PORTABLE SOUND SYSTEM – Councilor Williams provided information to the Town Manager regarding a Fender Passport sound system that may be suitable for purchase.
 - C. UPDATE – NEWSLETTER – The Town Manager updated the Committee on the newsletter. It was due to go to the printer by 4/12 with posting on the website on 4/16 and delivery to homes by 4/20.
 - D. UPDATE – COUNCIL SOUND SYSTEM REPAIR – The Town Manager reported that she had a technician come to check out the ‘thumping’ noise that had been occurring during meetings. The system did not make the noise during the entire visit from the technician. He will return when it occurs again.
 - E. UPDATE – VIDEO STREAMING PROJECT – Matt Thomas provided the Committee with an email that he anticipated having results of the ‘test’ video streaming done within two weeks.
3. NEW BUSINESS
4. PUBLIC COMMENT – Jeremy Jones suggested that the Town consider establishing a u-tube channel to upload meetings, and other videos of town events. He indicated that it could be organized so that the items are easily found by subject matter/date.

Sally Leete indicated that she believed that the video project for the new Hampden Academy is a good idea and a good way of marketing the school and the town.

5. COMMITTEE MEMBER COMMENT – Committee members and guests discussed ways in which the Council might improve communication between the Town/Council and the residents. Suggestions were made including:
- Having Councilors/staff attend local club/civic organization meetings occasionally to provide information and bring back information to the Council
 - Holding ‘neighborhood/district’ meetings to allow residents to ask questions of their elected official(s)
 - Increase programming on Cable Channel 7
 - Pursue video streaming if financially feasible

Motion by Councilor Williams, seconded by Councilor Hornbrook to adjourn at 6:59 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

Hen LC

Susan Lessard <manager@hampdenmaine.gov>

Portable PA system4 messages

Matt Thomas <mthomas@hampdenmaine.gov>

Tue, Jun 5, 2012 at 9:42 PM

To: Susan Lessard <manager@hampdenmaine.gov>

Cc: Joe Rogers <jrogers@hampdenmaine.gov>

Hi Susan,

I did some research on portable PA system options. There seems to be very few (any?) choices that offer built-in jacks for more than 6 microphones. Additional microphones would involve piggybacking another mixer board (with however many jacks it had) into an input of the portable system. This makes the setup quite a bit more complicated. If we were able to use a 6 microphone system, though more limited, it gives us more options.

Here is one for about \$1,200:

<http://www.musiciansfriend.com/pro-audio/fender-passport-500-pro-3-mic-pa-package-with-rock-n-roller-cart>

This portable PA system gets very good reviews online. The package above comes with the amplifier (and stands), three microphones and floor stands for those, microphone cables, and a carrying buggy. To serve a total of 6 microphones, we could add another pack of three microphones (about \$50) and microphone cords (about \$15/each) for a total of about \$100. I realize that 6 mics aren't ideal, but short of a sophisticated permanently mounted mixing setup (like the one in the council chambers) there aren't good options. We may also want to consider buying desk mic stands (about \$20/each) to hold the mics for a meeting-type setup.

We could also run an audio cable from the new wall-mounted television into the PA system as well, giving us both audio from the TV/DVD player and our 6 mics simultaneously (as when a committee might be discussing something and also want to show a DVD or powerpoint to an audience). A 35-ft patch cord from the TV to the amplifier costs about \$25.

Total Project Cost: ~\$1,500

Please let me know if you have any questions or other thoughts. If you would like me to do further research, please let me know. I would be happy to handle the ordering and setup of this system if you choose to go in this direction.

Thanks,

Matt

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Matt Thomas*Firefighter / Paramedic**Public Education*

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Susan Lessard <manager@hampdenmaine.gov>

Wed, Jun 6, 2012 at 10:09

AM

To: Matt Thomas <mthomas@hampdenmaine.gov>

Hi Matt - Could you present this at the Communications Committee meeting on June 12th at 6? If not, I will bring it to them. This sounds like a reasonable set up and a great cost!

Sue

[Quoted text hidden]

Matt Thomas <mthomas@hampdenmaine.gov>

Wed, Jun 6, 2012 at 10:11 AM

To: Susan Lessard <manager@hampdenmaine.gov>

I'll be there! :-)

[Quoted text hidden]

Susan Lessard <manager@hampdenmaine.gov>

Wed, Jun 6, 2012 at 10:26 AM

To: Matt Thomas <mthomas@hampdenmaine.gov>

Thank you!

Sue

[Quoted text hidden]

ITEM 3 B

NEWSLETTER IDEAS – JULY 2012 EDITION

1. Budget information
2. Upcoming Community Survey
3. Notification of Council/School Board/Water District Elections In November (papers will be available in August)
4. Comprehensive Plan Status/Progress
5. Public Safety Article
6. American Legion Post Article – Organization Highlight
7. Children's Day Article
8. Library Article
9. Pool Fundraising
10. Garden Club Article
11. Video Program article – what is in progress
12. Administrative Announcements