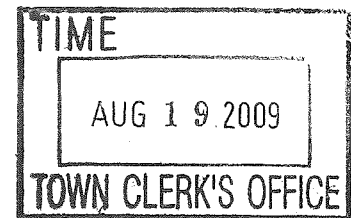


**TOWN OF MILLVILLE
BOARD OF SELECTMEN**

Minutes of Meeting

**August 3, 2009
6:00 p.m.**



Board Members Present: Chairperson Jackie Lima, Vice Chairman Tom Petrowicz, Secretary Charlie Poulin and Roland Barrett

Others Present: Executive Secretary Helen Coffin; Cable Committee Members Jennifer Dean-Wing, Margaret Carroll and Colleen Curis

Chairperson Lima opens the Meeting at 6:05 p.m. at the Millville Town Hall.

The Board meets with the Cable Committee to address questions submitted in a Memorandum dated June 2, 2009.

Camera Installation. The technician, Kevin, no longer works for Charter. The Cable Committee was told an interim technician was assigned but there has been no communication from him. Additionally, there was no notification from Charter of the change to the Town's technician. The cameras are stored in the BOS Meeting room cabinet. The picture in picture is stored in the Assessors Office. The Executive Secretary will call Charter and attempt to get things moving in this regard.

PEG Channels. The issue with getting this started is space. Discussion among the parties as to a possible location for the cable equipment required. The dispatch office is not appropriate due to its location. It is agreed that the Selectmen Meeting room is not the best idea either. The parties question whether the Assessors hallway or the back of the Assessors office would work for this purpose. Discussion follows regarding purchasing secure, climate-controlled cabinets versus building out the office space. There must also be room for storage. The Committee will provide a description of equipment along with the strict measurements. The Building Inspector will need to be consulted.

Scroll. All parties agree that the scroll is an important component to the cable access channels. If the residents aren't aware of when things are broadcast they will not know when to tune in. The cost for the scroll is approximately \$1000. However, the Committee will look into whether the current equipment includes a video component; if so, for about \$200 the information could be looped. The Committee will look into this and report back to the Board.

Message Board. Colleen Curis provides information concerning new policies and procedures that the Committee is working on with respect to posting messages. They have drafted new forms for messages and tape playing. They have been working on this

over the summer. They feel these forms are very important and should be utilized.

BOS Agendas. It was confirmed that the Executive Secretary is allowed to email the BOS Agenda to the Dispatch Office. There was a communication breakdown at some point but the Committee did previously vote to allow this. Mark Morton has installed anti-virus software on the computer so it now has internet access.

Copies of discs. Lengthy discussion is had regarding the copying of discs. The Board feels there should be an extra copy of discs stored in the Town Hall. It is agreed that it does not make sense to purchase any equipment at this time when there is no employee in place to copy the discs. The equipment to be purchased in the future will address these needs. Currently, discs can be viewed at the library.

There will be another joint meeting on Monday, September 28, 2009 at 6:00 p.m.

The parties briefly evaluate the Assessors hallway and Assessors office for space potential.

The Board takes a five-minute recess before opening the regular meeting.

Respectfully submitted,


Helen M. Coffin


Jackie Lima, Chairperson

Thomas Petrowicz, Vice Chairman


Charles Poulin, Secretary

John Laura


Roland Barrett