

****Meeting recording is available at <https://www.youtube.com/c/FreetownMA/videos> ****

Chair Bruce Wilbur opened the meeting at 5:00pm.

Committee Members Bruce W. Wilbur, James Campbell, and Josh Tefft were present.

Chair Bruce Wilbur read statement regarding public meetings:

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, sec. 18, and the Governors March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Freetown Police Sub-Committee will be conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. A recording, transcript or other comprehensive record of proceedings will be posted to the Town's YouTube Channel and/or the Town of Freetown Website www.freetownma.gov

Discussion of the goals for the upcoming calendar year

- Bruce Wilbur expressed to expand the committee to 5-7 committee members. He noted that the committee needs to be discussing multiple things throughout the year. He mentioned that they had wired the police station and will share numbers he received from Accountant today. He will share those numbers later in the meeting. He also would like to talk about the equipment for the community room. He also mentioned that he did not believe anyone was able to utilize this space at this time. Josh Tefft was looking at the Freetown website to see if vacancies are mentioned on the website. Bruce Wilbur mentioned that the request for committee members is on the website. Josh Tefft suggested reaching out to whomever the admin for the site and Facebook is to help publicize this need and push out on social media and other meetings monthly. Bruce Wilbur mentioned the Freetown Information, Friends of Freetown pages maybe post to those. Josh Tefft said he checks the Town's website to get information about trash being pushed back a day, office closures. He will post on Friends of Freetown to see if anyone is interested. Bruce Wilbur would like to solicit on Facebook for members.
- Community Room – Mr. Wilbur would like to set up a meeting to get in there to see the space. He spoke with the Accountant today who stated funds were given to H.B. Collins who oversaw the construction for \$8,854.00. The Accountant was not sure if all this funding was for just the wiring being run through the room. Bruce Wilbur will reach out to new Town Administrator, Peter Jankowski, to see if the 3 members of the Freetown Cable Advisory Committee can get into the room, see what has been done, what needs to be done. Mr. Tefft also mentioned that would be a good time to see what equipment still needs to be purchased. Mr. Campbell asked if most of the equipment was still at the school. Mr. Wilbur said that was correct but that David DeManche, Former Town Administrator, had stated that the equipment was obsolete. Mr. Wilbur would like to get his hands on the equipment and move it to the old police station and go through it to see what is usable. Mr. Tefft suggested

looking to see if any of the school districts wanted to reup the course or class on video/audio/broadcasting technology, poll the students to see if there is interest and we could work with them to figure something out after that to see if it is worth the effort to bring it back. He was unsure of who the contact would be, perhaps the Principal, someone on the school committee. Mr. Wilbur noted that during negotiations we had spoken with Jose Invencio from LakeCam and he seems to be very knowledgeable on what Lakeville did. Mr. Wilbur will contact him and mentioned he has spoken to him before for information. Mr. Wilbur also said he would reach out to Bob McCarthy, Lakeville Cable Board offered to help in reformation of this committee to see what suggestions he has. Mr. Tefft there is a bunch of things the kids could do, perhaps a cooking show in the HomeEc class and do a joint venture with someone who is doing broadcasting, media relations sort of things. Mr. Wilbur said the program channels we have when the Freetown meetings come up it is all over the place. At some point we discussed having them on during a certain timeframe like Wednesday between 5-8pm would just be Freetown program rather than all over the place. He was unsure if it was LakeCam or MCAMM that takes care of this, he believes MCAMM takes care of the sports. Mr. Tefft agrees it would be good to know what is coming on each channel. Mr. Wilbur mentioned the Town Accountant did not have a copy of the signed contract and that she would check into it to see what monies will come into the committee/town for our use. Mr. Tefft would like to know when those monies will come into use. The Accountant said once she had this information, she would email Mr. Wilbur. Mr. Wilbur said he would get copies of the contract that was signed by the Board of Selectmen out to the committee.

- Mr. Wilbur asked the committee if there was anything else, they wish to discuss. Mr. Tefft suggested getting a list of the people to talk to at the school, also getting in contact with the people who manage the Town's Facebook as that could be a good tool to promoting daily/weekly what the schedule of the channels will be if we know what is going to be broadcast. He noted it wont always pop up on your feed and you may get it three days later which would not be helpful. Mr. Campbell suggested using the Freetown Website having a page we can update with that information. Mr. Tefft said we will need to reach out to the technical person of the town. Mr. Wilbur noted Timm McIntosh is the person who keeps up the website. Mr. Wilbur noted that Board Vacancies and Job opportunities are on the website and includes the cable advisory committee. Mr. Wilbur said it is really hidden and perhaps it can be more prominent on the website. Mr. Wilbur asked the group do we think we want a 5- or 7-member Board? Mr. Tefft and Mr. Campbell agreed that 5 members would be great. Mr. Campbell noted a lot of people are not going to the Town office but perhaps post flyers at Town Hall or other sites around town. Mr. Wilbur noted the Town Clerks office sends out fliers and maybe we can add a blurb on one of those communications. He will suggest to Town Clerks office to post all committee vacancies.
- Bruce Wilbur will solicit to see if we can get a 5-member Board, check on the equipment at the school and relocate it to somewhere they can go through it, contact Lakeville cable community to see what their activity is all about. Mr. Tefft would like to refresh the cable advisory committee document as it is referencing the negotiations and perhaps get it updated on what the Board is going to be doing. Mr. Wilbur will talk to Timm McIntosh on that tomorrow.
- Mr. Wilbur reviewed about his discussion with the Town Accountant. In the general fund we have \$55,649.94 available. This is available for use towards different activities. There is a receipt reserve account which money comes into and can only be spent at the Annual Town Meeting. Every year they put a Warrant on the Town Meeting to record meetings for Selectmen and other committees that need to be recorded. There is \$156,735.82 currently in this account. These monies were derived

because last year we got \$26,797.12 is what we got from subscriptions from last year and we have \$55,000 from capital. There may be some of these funds that have already been allocated for the wiring. The Town Accountant said to say about \$45,000-\$50,000 is available to us. Mr. Tefft stated we might have to look to what we have done in the past as LakeCam has given us a person/contract and see if it would be reduced if they do not have to bring their own equipment or are, we going to use our own people or can we do it ourselves, or if the school curriculum can do this. We want to ensure if we are paying for services, we are getting services and do not want to eliminate someone's job either. Mr. Wilbur noted that he believed that a contract was signed with LakeCam in November and expressed disappointment that the Cable Advisory Committee was not involved in that. Mr. Tefft vaguely remembers that and feels it is pertinent in allocation of funds for the committee. Mr. Wilbur believes we will get another \$13,050 from the subscriber fees. Only thing can be spent is the \$156,735.82 without going to Annual Town Meeting. We do have the \$50,000 available to us, so it is good that we have some funds. Mr. Tefft will also think of ways to utilize these funds. Mr. Wilbur noted we will need equipment to control cameras, the cameras, and staff to man the cameras during meetings once we begin to have these in person meetings again. Mr. Wilbur will check in with Jose Invencio on how Lakeville does this and there was talk about collaborating with LakeCam. Mr. Tefft thinks it would be good to bring him in to discuss the relationship with LakeCam to see how that will be utilized in the future.

- Mr. Campbell thinks these are good action steps to help move forward and will be a big help to get into the room to see what we are working with regarding space and equipment. Mr. Wilbur would like to meet and see that room. He suggests having a meeting at the community room to see the space and equipment and then perhaps finish up the meeting at the COA. Mr. Campbell feels we are a small group, and we should be able to meet at the community room if we follow social distancing.
- The group set the next meeting for 3/24/21 5pm.
- Motion to adjourn meeting was proposed by Mr. Tefft and seconded by Mr. Campbell
- Vote: Mr. Tefft, yes, Mr. Campbell, yes, Mr. Wilbur, yes.

Set next meeting date

Respectfully Submitted
Lu-Ann Souza
Senior Clerk, Board of Selectmen

