



Town of West Boylston
140 Worcester Street, West Boylston, Massachusetts 01583

PEG Meeting Minutes

2017-09-19 / 6:30 PM / 140 Worcester St.

Members Present: Chris Rucho, David Femia, Tony Sanders, Jason Diemen

Members NOT Present: Jeff Legendre, Michelle Brown, Jack Flynn

Brittany Blaney-Anderson

Welcome - Call to Order

Time: 6:30 PM

Approval of Previous Minutes: 2017-08-21

Motion Originator David Femia
Motion Seconded Tony Sanders

Peg Coordinator's Report

- WBPA now has 6 Production Assistants (3 College & 3 High School Students)
- Intern from WBHS works roughly 7 hrs per week
- Town Video Scrip it is almost finalized, shooting will begin this week
- Equipment Upgrades, Wireless option for sending presentation to screen & control room \$700-2,000
- Job Descriptions: Job Descriptions will be emailed and discussion continued to later meeting
- Account Balances: Will be emailed
- Access Coordinator: 3 applicants, 2 replies, 1 interview
- Action Items: Breakdown quotes into different projects, Difference between wireless options, Quote for electric work

Peg Coordinator Position - See Attachment A

Articles for Town Meeting

- \$5,000 into 01-199-5100 (Salaries & Wages)
- Reserve funds for system upgrades & improvements

Motion to Accept David Femia
Motion Seconded Tony Sanders

Information from other towns - Sterling/Lancaster salary ranges discussed, Requests to other PEG stations for financial information were declined

For next meeting: Ways to get new viewers (schedules, programming ideas), Review & Finalize New Policies & Procedures, FY19 Budget

NEXT MEETING: October 5, 2017, 6:30 PM

MOTION TO ADJOURN

Motion Originator David Femia

Motion Seconded Jason Diemen

Time of Adjournment 7:58 PM

Signatures

Submitted by:

Date Submitted: