

Topsfield Cable TV / Town Website Committee

August 10, 2011

Approved 11/9/11

Executive Summary

A new volunteer, Alex Koso was introduced. Publicity concerning the restructure of the new committee has resulted in the potential of a couple of new volunteers. The Selectmen have set the new committee structure at a minimum of 3 and a maximum of 7. A bid process for a list of equipment totaling less than \$25K will be distributed to 3 vendors. The Cable office Mac computer needs a new hard drive. The This Old House video project at the Parson Capen House on 7/18 was reviewed. Plans were made for the Fox TV Zip Trip on 8/12. 10 new licenses for Contribute software will be ordered and training provided. The new Topsfield / Boxford Business Association has launched a website.

Members present: Bill Whiting and Jeanne Pickering

Members absent: Bob Ogden and Kathy Curran

Guest: Martha Morrison, Alex Koso

Former Business:

Meeting opened at 7:40 PM in Town Hall

The minutes of the 7/13 meeting could not be approved due to a lack of a quorum.

New Business:

See Executive Summary

The meeting was adjourned at 8:50

The next scheduled meeting is 9/14

Respectfully submitted, Bill Whiting - Chairman