

Policy No. 1.13 **Policy Standardizing the Broadcast of Meetings and Events on Channel 300 and Internet**
Date of Issuance: **April 13, 2017**
Revision Date: **March 18, 2021**

PURPOSE: The Town of Rome Channel 300 exists for the live broadcast (and rebroadcast) of official Town meetings including committees, subcommittees, boards, commissions and other Town government related information.

POLICY: Channel 300 is not a community television channel open to individuals and groups outside of the responsibility of the Town government. The channel's purpose is to more broadly involve citizens in Town issues and workings effecting Town residents.

To promote this goal, the following regular meeting broadcasts are provided by the Town:

- Regular and Special Town Board
- Plan Commission
- Police and Fire Commission
- Community Development Authority
- Parks & Recreation Committee
- Utility Committee
- Other miscellaneous Town Board sanctioned meetings

Other Town committees, subcommittees, boards and commissions may have their meeting broadcast or have recordings aired. To be broadcast live, the meetings must be held in the Town Hall. If a live broadcast is desired, then an hourly fee of \$ 30 per hour must be paid to cover equipment operation. The hourly fee may be waived through a written request to the Town Administrator.

To have a prerecorded meeting be broadcast later, the committee, subcommittee, board or commission must submit a copy of the meeting in the format the Town uses and of a quality suitable for broadcast.

Other use of this channel and equipment requires approval of the Town Administrator.