

**Minutes to the Hudson Cable Utility Committee Meeting  
Tuesday, December 19, 2006**

**1. CALL TO ORDER** Chairman O’Keefe called the meeting to order at 7:03 pm.

**2. ATTENDANCE** Present: Denise Babcock, Leo Bernard, David Bouchard, Steve Boucher, Rupert Cote, Michael O’Keefe, Harry Schibanoff. Absent: Ahmed Elmahdy, Kathleen MacLean. Also present: James McIntosh, Cable Facilitator.

**3. APPROVAL OF THE MINUTES** Motion to approve the minutes of the September 16, 2006 meeting was made by Mr. Boucher, seconded by Mr. Cote. Mr. Bernard abstained. Minutes were approved, as submitted. Motion to amend the minutes of the November 21, 2006 meeting was made by Chairman O’Keefe, seconded by Ms. Babcock. Under Remarks/Other Business 4<sup>th</sup> paragraph to read: (corrections in boldface)

“The BOS has gone through the first pass of the budget. They approved the budget as submitted. At one point, Selectman Massey tried to move \$20,000.00 from the Capital Reserve Account into Professional Services, but that motion was **withdrawn**. In the end, the **board** agreed to leave the budget as presented. The budget still needs to go before the Budget Committee on December 11 for approval.”

**4. PUBLIC INPUT** none

**5. OLD BUSINESS** none

**6. NEW BUSINESS** none

**7. REMARKS/OTHER BUSINESS**

Mr. Bouchard inquired about the invitation from Comcast to their community breakfast. Chairman O’Keefe stated that invitations had been sent to everyone by email. At the breakfast, (basically a “meet and greet”) both Mr. Boucher and Chairman O’Keefe felt it was worthwhile to bring up the need for the wiring (drops) in other town locations for live performances and sports, including the Alvirne school field, the school auditorium, and the Community Center.

Chairman O’Keefe passed out budget packages to those members not in attendance at the last meeting. He informed the committee that the budget was approved by the Board of Selectmen and the Budget Committee, and was now on the way to Town Meeting for a vote.

Chairman O’Keefe noted that at the last NHCCM meeting, there were demonstrations of video servers. He noted that we currently have one channel server now.

A video server would make programming and scheduling easier. Some servers also handle web streaming. The CUC may want to invest a video server. The cost is in the \$15,000—\$18,000 range. It would replace most of the current playback equipment, dvds, and decks. Chairman O’Keefe and Mr. McIntosh suggested that the committee schedule demonstrations of systems from each of the major suppliers. Currently, HCTV does not have enough machines for all the meetings that they are handling now.

HCTV is recording onto the server and archiving it to a dvd. There is not enough playback capacity. In the budget, there is enough money available for the purchase of this equipment in 2007. Mr. McIntosh noted that there is also a need to purchase “shotgun” microphones, which run about \$800.00/each. HCTV also needs good audio equipment, and maybe a sound board.

Mr. McIntosh also noted that unknown people have been tampering with the equipment in the Community Development Room (CDR) control room. Several small office items have also gone missing. There is currently no lock on the control room. Chairman O’Keefe will talk with the Town Administrator to see what can be done about securing the room and the equipment. It was noted that it would cost about \$6,000.00 to move and relocate the HCTV equipment, if we could no longer use this room.

Mr. McIntosh is also looking at logo T-shirts for the HCTV camera operators. The cost would be about \$4.00-\$5.00/each.

Mr. Boucher thanked the Chairman for obtaining the financial reports for him. He also noted that February 3 and 10 are the School and Town Meeting dates, respectively.

Mr. Bernard stated that he wanted to buy a locking, metal cabinet at Sam’s Club to secure items in the CDR control room. The cost would be about \$100.00. Without objection, the committee agreed that they wanted to purchase a locking cabinet for the room. Mr. Bernard also noted that he attended the last NHCCM meeting. He told the committee that the federal bill on national franchising had been defeated. The committee noted that the five members on the FCC control all public service access without oversight by Congress.

The Chairman and Vice Chairman noted sign-off procedures regarding moneys to expend. The Chairman is authorized to make purchases on behalf of the committee for up to \$500.00.

**8. ADJOURNMENT** Mr. Boucher moved to adjourn the meeting, seconded by Mr. Cote. The meeting adjourned at 8:00 pm.

Submitted by the Clerk, Denise Babcock  
January 14, 2007