



TOWN OF HUDSON

Cable Utility Committee



Michael O'Keefe, Chairman

Roger Coutu, Selectmen Liaison

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Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Wednesday September 28, 2011

1. CALL TO ORDER: Chairman O'Keefe called the meeting to order at 7:01 pm.

2. ATTENDANCE:

Present: Michael O'Keefe, Leo Bernard, Rupert Cote, Selectman Roger Coutu, Kristopher Georgeou, Stewart Kroner, School Board Representative Lee Lavoie and Harry Schibanoff. Michael Blau was excused. Jim McIntosh the Cable Facilitator (“CF”) also attended.

3. PUBLIC INPUT:

None.

4. APPROVAL OF THE MINUTES:

The minutes of the July 19, 2011 meeting were reviewed by the CUC. There were no changes or corrections. Motion was made by Mr. Kroner to accept the minutes and seconded by Mr. Cote. The minutes were adopted unanimously.

5. OLD BUSINESS:

None.

6. NEW BUSINESS:

A. HCTV Access Center Lease Renewal

The lease for the Access Center (“AC”) will expire at the end of December. The new proposed lease will be \$100.00 more a month with basically the same terms. The term is one year and it can be renewed each year thereafter.

However, leasehold improvements were done to the building three years ago. These were amortized over the term of the first lease. This amounted to \$170.00 per month. Since leasehold improvements have been fully amortized, the net effect of the new lease is a \$70.00 savings over the old lease.

Mr. Coutu asked about the termination provisions of the lease and Mr. McIntosh thought it required 90 days notice after the first year.

B. Fiscal Year 2013 Budget Preparation

Two handouts were distributed to the CUC. One showed the past and estimated future income and the other was the expense budget.

Revenues are anticipated to increase in FY 2013 due to a possible increase in the franchise fee to 5%. Revenues are estimated to be \$371,613 in FY 2013.

The expense budget was based on last year's budget with some modifications. More hours were budgeted for the CF and the new assistant. Legal expenses were expected to be lower assuming the new franchise agreement is in place. The lease is also lower to the reasons stated above. The total expenses were estimated to be \$222,046 with a capital reserve contribution of \$149,467.

Discussion was held concerning the possible move in the future. Mr. Coutu pointed out that there would be expenses for restoring the current AC to its original condition. We may also incur moving costs to a new location. He suggested a budget line item of \$20,000 to cover these expenses. If the funds were not needed in FY 2013, then the \$20,000 would go in the Capital Reserve account

A long discussion ensued concerning the sharing of costs if a new Senior Center is built in Benson Park. This will be a matter that will need to be monitored by the CUC to assure an equitable sharing of costs.

Mr. O'Keefe will create a new line item for transition costs of \$20,000 changing the capital reserve contribution for FY 2013 to \$129,567. It was then moved by Mr. Cote:

MOTION: That Mr. O'Keefe present the proposed budget to the Board of Selectmen ("BOS") and the Budget Committee for a total budget of \$371,613 with the addition of a transitional account of \$20,000.00.

Mr. Lavoie seconded the motion, it passed with seven votes in favor, and none opposed. Mr. Coutu and Mr. Bernard abstained due to the involvement in the budget approval process for the Town.

7. OTHER BUSINESS/ REMARKS BY COMMITTEE MEMBERS:

A. Other Business: None

B. Remarks

Mr. Cote asked if something could be done to improve the quality of the HCTV broadcasts from the Hills Memorial Library. He said the quality of the programs reflected poorly on HCTV after we have worked for so many years to improve the quality of our programming. Mr. Lavoie said that the School Board is planning on improving the quality of the broadcasts from the library and that they may be

purchasing additional equipment to improve the broadcasting. New programming quality should be comparable to that of the BOS Room and the Community Development Room (“CDR.”) Mr. Cote asked if some sort of disclaimer could be shown prior to broadcasts from the Hills Memorial Library. After discussion, it was decided to monitor the situation, try to improve the audio portions of the broadcasts and that Mr. O’Keefe and Mr. McIntosh will work on improving the situation in cooperation with the schools.

Mr. Coutu gave a brief update on the status of the approval of the Senior Center. He also said that the font size of some of the listings on the Bulletin Board were difficult to read, were too long and not shown with enough time to read them. A discussion of how to deal with this problem ensued. It is difficult to monitor since several departments have direct access to the Bulletin Board. A possible solution would be to return any item that is not considered acceptable.

Mr. Kristopher spoke of his visit to the Londonderry AC. He suggested that we consider expanding our green screen so that it is three sided which would improve the quality of some programs. He has also attended a meeting on audio-video equipment recently. A short discussion about the use of switchers in the Hills Memorial Library was held and how to improve the showing of presentations in that library.

Mr. Bernard stated that his email has changed. Mr. Schibanoff commented on recent service he received from Comcast and Mr. O’Keefe said that football games are now being televised and that HCTV will be going to the New England Revolution game on Saturday to film the Alvirne Band.

8. Non-Public Session

Mr. Cote moved that:

MOTION: That under the provisions of RSA 91-A-3 ii (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

The motion was seconded by Mr. Bernard and a roll call vote was done by the Recorder/Clerk. The Motion passed unanimously.

Mr. Coutu made the following Motion:

MOTION: To leave the non-public session.

Motion was seconded by Mr. Lavoie and passed unanimously.

The meeting resumed at 8:49 PM and Mr. Bernard made the following Motion.

MOTION: To seal the minutes of the non-public session for a period of one year.

Mr. Cote seconded the motion and it passed unanimously.

9. ADJOURNMENT:

Mr. Bernard moved to adjourn the meeting, seconded by Mr. Cote. The meeting adjourned at 8:50 P.M.

Submitted by Harry A. Schibanoff, Recorder/Clerk
October 3, 2011