



**TOWN OF HUDSON**  
**CABLE UTILITY COMMITTEE**



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12 SCHOOL STREET HUDSON, NEW HAMPSHIRE 03051 603/886-6024 FAX 603/598-6481

**PUBLIC NOTICE**

**CABLE UTILITY COMMITTEE**  
**September 24, 2014**

HCTV Access Center  
Benson Park  
19 Kimball Hill Road  
Hudson, NH 03051

**MINUTES**

1. **Call to Order By:** Michael O'Keefe at 7:05 PM
  
3. **Attendance**
  - **Present**
    - Michael O'Keefe {Chairman}
    - Stu Kroner {Vice Chairman}
    - Diane Cannava {Clerk}
    - Bryan Donovan {Member}
    - Raymond (Scott) Pearson {Member}
    - Pat Nichols {Member/BOS Rep}
  
  - **Also attended**
    - Jim McIntosh {HCTV Facilitator}
  
  - **Absent**
    - Leo Bernard {member}
    - School Board Representative
  
4. **Public Input** - no public input
  
5. **Approval of Minutes** - no available Minutes to approve

## 6. Old Business

### a. “Carriage House” Construction Update

Michael O’Keefe brought the committee members up to date stating that the Carriage House is basically completed and that the final site visit happened this week. No more construction is expected; the old Access Center’s heating and AC units have been installed; Highway Dept. striped new hardtop area, seeded disturbed grass areas, created a swale between Carriage House and Dog Park. The HCTV mobil production truck is now housed inside the Carriage House. Michael also informed the committee that Approval has been given to extend the North Barn security system to include the Carriage House. The general consensus voiced by committee members was one of great satisfaction concerning the Carriage House construction process and its completed structure.

## 7. New Business

### a. Fiscal Year 2016 Budget Recommendations

Prior to meeting, committee members received a draft of the FY16 Budget prepared by Michael O’Keefe. During tonight’s meeting, specific attention was given in reviewing each line-item by description, need for expense, and proposed percent of increase/decrease. The committee also reflected on the fact that for FY15, HCTV operated within a Default Budget. After thoughtful consideration, a general consensus was reached to stay with the FY15 “bottom-line” of \$321,000 for FY16.

**Motion made by Bryan Donovan and seconded by Stu Kroner:**

**Motion to accept as proposed the Fiscal Year 2016 Budget and present it to the Board of Selectmen for their review.**

**Motion passed: 6-0-0**

### b. HCTV Studio Lighting Upgrades

Michael O’Keefe shared specifications for the expansion and upgrading of the studio lighting as they were recently published in an Invitation For Bids. Michael reported that five Proposals were received with Integrated Solutions Group submitting the lowest bid (\$54,543). Michael and Jim McIntoch commented on the possible utilization of any available PSNH Rebates that could decrease the ISG quoted cost.

**Motion made by Stu Kroner and seconded by Bryan Donovan:**

**Motion to approve new and replaced lighting equipment as specified by Integrated Solutions Group for an amount not to exceed \$54,543.**

**Motion passes: 6-0-0**

## 8. Other Business / Remarks by Committee Members

Michael O’Keefe: reported that he plans to meet with Tightrope Systems concerning the needed replacement of video service equipment, essentially the upgrade of hardware.

Diane Cannava: suggested, to make HCTV Facebook easier to access by residents, that a Facebook icon to be added to HCTV information page on the Town of Hudson website.

Scott Pearson: shared that he is in the process of training an Adobe user group.

Bryan Donovan: informed committee that “Hudson Republican Committee” show will continue to record interviews with republican candidates. Bryan shared his plan to photograph a Mt. Kearesarge hike by the Knights of Columbus ... also, that Joe DeLeo will be hosting a show discussing Patrick Moore’s ideas on Climate Change.

Jim McIntosh: commented that the Hills Garrison Enrichment group will continue their video production activities for another school year, utilizing a system for borrowing equipment ... a new system is in place for connecting with NH Coalition for Community Media ... this year’s Manchester Zombie Walk will be taped by HCTV - Facebook event to be created ... HCTV’s Wireless Communication System (headsets) needs some replacement.

Pat Nichols: inquired about signage for HCTV Access Center... Chairman O’Keefe informed committee that signage is in-progress for directing public from Kimball Hill Road, through upper parking lot, down hill to the rear, to front door entrance . Expense will be funded by the newly established Town Buildings account.

Stu Kroner: no remarks

Prior to Ajourment, Michael O’Keefe briefly discussed the purchase of an emergency generator for use by the North Barn. Committee members were in agreement that a Motion is in order.

**Motion made by Bryan Donovan and seconded by Stu Kroner:**  
**Motion to approve the purchase of an emergency generator for the North Barn.**  
**Motion passed: 6-0-0**

## 9. Adjournment

The meeting was adjourned at 8:48PM.

Meeting Minutes submitted by: Diane Cannava