



TOWN OF HUDSON
CABLE UTILITY COMMITTEE



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

PUBLIC NOTICE
CABLE UTILITY COMMITTEE

January 20, 2015
HCTV Access Center
Benson Park
19 Kimball Hill Road
Hudson, NH 03051

MINUTES

1. **Call to Order** - by Michael O'Keefe at 7:00 PM

3. **Attendance**
 - **Present**
 - Michael O'Keefe {Chairman}
 - Stu Kroner {Vice Chairman}
 - Diane Cannava {Clerk}
 - Bryan Donovan {Member}
 - Leo Bernard {Member}
 - Pat Nichols {Member/BOS Rep}
 - Raymond (Scott) Pearson {Member} seated 7:30PM
 - **Also attended**
 - Jim McIntosh {HCTV Facilitator}
 - **Absent**
 - School Board Representative

4. **Public Input** - no public input

5. **Approval of Minutes**

Motion made by Stu Kroner and seconded by Bryan Donovan:
Motion to approve the Minutes for July 15, 2014 as written and the Minutes for September 24, 2014 with spelling correction of "McIntosh" in three (3) places.
Motion passed: 6-0-0

6. Old Business

a. “Carriage House” Construction Update

Michael O’Keefe stated that “Carriage House” construction is completed. Interior painting was done by HCTV personnel. Security System has been added that includes key pad and surveillance camera setups. Also, a door bell/intercom feature was installed at the Access Studio front door area. In the works is adding a phone line within the “Carriage House” for convenience and safety.

b. Fiscal Year 2016 Budget Update

The proposed Cable Utility FY 2016 Budget has gone through the review process by the Board of Selectmen and Budget Committee and approved by both. One change was made by the BOS to cut funding line for janitorial services, transferring that duty and about \$6,000 to the Hudson Highway Department. On Saturday, January 31, 2015, the Hudson voters will have the opportunity to review the Cable Utility 2016 Budget as it is presented at the Town’s Deliberative Session.

c. HCTV Studio Lighting Upgrades

Michael O’Keefe reported that BOS has given approval for the purchase of studio lighting upgrades with the stipulation that a PSNH rebate is forthcoming. Michael stated that since BOS approval, PSNH has made a site visit and has quoted a rebate in the amount of \$36,146. A bid of \$54,542 by Integrated Solutions has been received, which would bring the final cost for lighting upgrades to \$18,369.

7. New Business

a. Emergency Generator

Michael O’Keefe reported that BOS has given approval for the purchase of a 100 kilo/natural gas emergency generator for the Senior Center/HCTV facility (not to include studio lighting functions). Michael stated that the necessary transfer switch was installed at time of building construction. A bid of \$38,975 by Mason Electric, Hudson, has been accepted. They will begin installation of generator after the Hudson Highway Department is able to complete the initial site work/prepping for concrete pad.

b. Relocation of HCTV Cablecasting Equipment

Michael O’Keefe reported that newly purchased Tightrope site-server equipment will make it possible for the HCTV Access Center to control broadcast to/from Town Hall and to/from Hills Library.

c. New Camera Purchases

Michael O’Keefe made a presentation to committee members concerning the purchase of two Cannon XF205 HD cameras that are SDL compatible from Access AV. Members discussed the justifications for replacing some FX100 cameras with FX205 models in order to update and increase HCTV’s inventory of handheld cameras.

**Motion made by Bryan Donovan and seconded by Scott Pearson:
Motion to approve the purchase of two (2) Cannon FX205 cameras for an
amount not to exceed \$4,000.
Motion passed: 7-0-0**

d. HCTV Revolving Fund Warrant Article

Michael O’Keeke reported that BOS has given approval for a warrant article, that if passed, would allow for the establishment of a Cable Utility Revolving Fund starting FY16. This warrant article has language that allows for 80% of surplus Cable Utility budgeted monies to be deposited into a Revolving Fund with the remaining 20% of surplus monies to be given to the Town. Discussion by Committee members reflected strong support for a second attempt for a Revolving Fund, this time with the addition of the 80-20 split. Members agreed that many voters are not aware that the Cable Utility Budget has no impact on the Tax Rate because it is wholly funded by franchise fees paid by Comcast Cable TV users.

8. Other Business / Remarks by Committee Members

Diane Cannava- shared a written draft concerning Sponsorship that was reviewed and discussed by committee members; further presentation will be made as part of possible revisions to HCTV’s pollicies/procedures manual.

Jim McIntosh- shared his attendance at this month’s NHCCM meeting which addressed the fact that Congress wants to revise the “Communication Act of 1996”; main concern being a possible change in language that will directly affect the financing of PEG stations that presently rely on cable-tv franchise fees to fund in-whole their FY budgets.

Leo Bernard- inquired about the possible purchase and installment of an HCTV Access Center commemorative building plaque; discussion resulted in revisiting previous ideas for said plaque and for the dedication of the Studio.

Bryan Donovan- reported that he has two projects in the works: an interview using Skype; a show with the Knights of Columbus.

Stu Kroner- brought up the Fifth Anniversary of Benson Park and any coordinated HCTV participation; open house/studio tour was discussed.

Michael O’Keeke- stated that HCTV will begin its prep/setup for the Town Deliberative Session at 6:30 PM on Friday, January 30th. at the Community Center.

Scott Pearson, Pat Nichols - no comments

9. Adjournment

The meeting was adjourned at 8:30PM.

Meeting Minutes submitted by: Diane Cannava

