



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

September 21, 2015

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

MINUTES

1. **Call to Order By:** Michael O'Keefe at 7:02 PM

3. **Attendance**

- Present

Michael O'Keefe {Chairman}
Stu Kroner {Vice Chairman}
Diane Cannava {Clerk}
Bryan Donovan {Member}
Leo Bernard {Member}
Ben Nadeau {School Board Representative}

-Excused

Jim McIntosh {HCTV Facilitator}

- Absent

Roger Coutu {BOS Representative}

4. **Public Input**

Doug Robinson of "Area News Group":

Gave a brief presentation and prepared flyer describing "A Community Discussion" to be held October 1, 2015 at Memorial Middle School (starting 3:15PM) and the Community Center (starting 4:30 PM). Doug voiced his appreciation for HCTV's support, specifically for the live coverage of the upcoming evening event.

5. Approval of Minutes

Motion made by Bryan Donovan and seconded by Leo Bernard:

Motion to approve the Minutes for April 29, 2015 and July 21, 2015 as written.

Motion passes: 5-0-1

(Abstention by Ben Nadeau/HSB, not in attendance for both meetings)

6. Old Business

a. Conference Room Camera Installation

Mike O'Keefe informed committee members that installation is in-progress and should be completed in time for televising our next committee meeting. He further stated that HCTV staff will be trained in the operation of these newly installed HD cameras.

b. Open House / Studio Dedication

Committee members entered into general discussion concerning a date, activities, refreshments, publicity, dedication plaque, special invites.... As a result of said discussion, the following **General Consensus** was reached:

THE HCTV COMBINED OPEN HOUSE AND STUDIO DEDICATION WILL BE SCHEDULED FOR SUNDAY, NOVEMBER 1, 2015, FROM 1PM TO 5 PM.

7. New Business

a. Transmission Equipment Issues

Mike O'Keefe reported that HCTV is experiencing transmission issues when televising Town Hall government and/or committee meetings. This is due to a "breakdown" in the transmission from Town Hall to HCTV Access Center to Comcast. Mike stated that new equipment will be received soon to remedy these current transmissin issues.

b. FY2017 Budget

Committee members reviewed line items in the Proposed FY2017 Budget that Mike O'Keefe supplied in advance of this meeting. Tentively, the 80/20 split of anticipated Comcast Franchise Fee is \$296,000 for HCUC and \$74,000 for Town. Some line item amonts were adjusted; the bottomline equalled \$278,756. Mike will forward a revised FY17 budget spreadsheet to committee members.

Motion made by Leo Bernard and seconded by Stu Kroner:

Motion to approve the Proposed FY2017 Budget and have Mike O'Keefe present it to the Board of Selectmen as scheduled.

Motion passes: 6-0-0

c. Election of Officers

Stu Kroner nominated Mike O'Keefe for Chairman position;
Ben Nadeau nominated Stu Kroner for Vice Chairman position;
Stu Kroner nominated Diane Cannava for Clerk position.

A one-vote was entered into by committee members to accept new officers as nominated.

All nominations accepted: 6-0-0

8. Other Business / Remarks by Committee Members

Mike O'Keefe mentioned that the "transmission line" at Alvirne High School has been completed.

Brian Donovan mentioned that he is in the planning stages with PMA for a new show.

9. Adjournment

Motion made by Leo Bernard and seconded by Bryan Donovan:

Motion to adjourn meeting at 8:32PM.

Motion passed: 6-0-0

Meeting Minutes submitted by: Diane Cannava