



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 Tuesday May 16, 2012

1. **Call to order:** Chairman O'Keefe called the meeting to order at 7:00 pm

2. **Pledge of Allegiance:** Led by Chairman O'Keefe

3. **Attendance:**

Present: Michael O'Keefe, Leo Bernard, Selectman Roger Coutu and, Stewart Kroner. Rupert Cote was excused and School Board Representative Lee Lavoie was absent. Also present: Jim McIntosh and Kristopher Georgeou from HCTV staff.

4. **Public Input:** None

5. **Approval of Minutes:**

The minutes of the February 21, 2012 meeting were reviewed by the

CUC. There was 1 amendment submitted by member Bernard. Motion made by Mr. Bernard and

seconded by Mr. Kroner to accept as amended, passed unanimously.

6. **Old Business:**

A. Senior Center/HCTV access center building update:

Mr. O'Keefe reported that all of the architectural plans were reviewed by the building Committee and he reported that he was pleased with the plans for the HCTV facility. Selectman Coutu said that he was going to raise the issue of having a Selectman's Meeting room in the HCTV portion and that he would get back to the committee with the desire of the BOS. A discussion followed about the need for custodial services

which will also be addressed by the BOS.

7. New Business:

A. Hills Library equipment bid recommendations:

Chairman O'Keefe announced that three bids were submitted for the HCTV fit up for The Hills Library Building meeting broadcasts as follows:

(1) Access Av: \$16,990. (2) Boreal: \$18,884. (3) Single Source Group: \$17,996.

Chairman O'Keefe spoke about Access Av not meeting all off the criteria set out in the prospectus. He recommended that Single Source Group be selected as a result of their bid and his experience with the bidder having done work for HCTV in the past. Motion by Mr. Bernard and seconded by Mr. Kroner to award the bid, not to exceed \$18,000. To Single Source Group passed unanimously.

B. HCTV Facilitator Contract Renewal:

HCTV Facilitator Jim McIntosh agreed to continue working with the same conditions That exist with the present contract. Motion by Mr. Bernard and seconded by Mr. Kroner to recommend the contract and the agreement to the BOS passed 3 for and Selectman Coutu Abstained.

C. Equipment Purchase Requests:

Chairman O'Keefe and Jim McIntosh spoke of the need to purchase a new camcorder. The specifications were presented on a Canon S/F 300 and it's need for HCTV field recording. Mr. O'Keefe advised that the small equipment purchase line Item 01-4199-5045-403-000 has a balance of \$36,614.14 remaining. A motion was Made by Mr. Kroner and seconded by Mr. Bernard to approve the purchase of the Canon camcorder in an amount not to exceed \$6000.00 passed unanimously. Bernard to purchase the camcorder at a price not to exceed \$6000.

8. Remarks:

Mr. Bernard offered to take over the duties of recording the HCTV Committee Until we get more members and possibly someone who would be willing to take the minutes. It was agreed by all.

9. Adjournment:

Motion to adjourn at 8:34 was made by Mr. Kroner and seconded by Mr. Bernard and passed unanimously.

Submitted by Roger E. Coutu, Acting Clerk/Recorder

May 17,2012