

Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Thursday March 18, 2010

1. CALL TO ORDER Chairman O’Keefe called the meeting to order at 5:33 pm.

2. ATTENDANCE: Present: Michael O’Keefe, Rupert Cote, Stewart Kroner, Lee Lavoie and Harry Schibanoff. Jim McIntosh the Cable Facilitator (“CF”) and Leo Bernard the Senior Camera Operator (“SCO”) also attended. Selectman Roger Coutu was excused.

3. PUBLIC INPUT: None. No public in attendance.

4. APPROVAL OF THE MINUTES:

The minutes of the last meeting of January 19, 2010 were reviewed by the CUC. There were no changes or corrections. Motion was made by Mr. Cote to accept the minutes and seconded by Mr. Kroner. The acceptance of the minutes was unanimous.

5. OLD BUSINESS:

A. HCTV Access Center (“AC”) Open House Planning

Mr. O’Keefe said that the Open House is scheduled for April 11, 2010. He had several areas of planning to be covered:

- **Timing:** It was decided that the hours of the AC Open House would be 10:00 A. M. to 4:00 P.M. Some members questioned the length of time, but it was decided by consensus that this time would be appropriate.
- **Publicity:** Mr. O’Keefe suggested several methods of publicizing the event. He said that the Hudson Litchfield News (“HLN”) may do an article about the AC and discussion of its timing ensued. It was decided to have the article published near the date of the Open House. Mr. O’Keefe said he would write a letter to the HLN about the event as another form of publicity. Mr. Lavoie suggested that “pack back mail” be used via a flyer to the schools. He asked the Clerk to develop such a form and he would seek permission from the School Board. Mr. Schibanoff asked about purchasing advertising in the HLN, but the committee felt this would not be necessary. Mr. O’Keefe will also try to post the announcement of the Open House on the Town website. Mr. Cote has been publicizing the event with various groups in town and asked all committee members to announce it at their respective meetings in other groups or committees. Finally, Mr. Lavoie will inquire about the use of the school signs as a means of publicizing the event.
- **Refreshments:** Various light refreshments will be available. Mr. McIntosh volunteered to coordinate that effort and Mr. Schibanoff said he would to assist him.
- **Preparation of the Access Center:** Mr. O’Keefe said that we would try to use the Mobile Unit outside the center and near the road so that people may find the location with ease. He will also create maps of the location. The purpose of the open house is to highlight the various uses of the AC. It is hoped that live broadcasting may be done during the Open House, but the issue of Comcast access is still being resolved. Comcast was notified in January about the opening in April and asked to have the connection installed by that date. It has not yet been installed. It is hoped that we will be online for the Open House but we are at the “mercy” of Comcast on that issue. It was also decided to prepare the center on

either Friday or Saturday prior to the event which will be coordinated once certain scheduling of other programming is determined.

B. HCTV Status Report

Mr. O'Keefe reported that all the equipment in the AC is up and running. The new ambulance has been purchased but not labeled for HCTV use. It is hoped that the new mobile unit will be equipped in such a way that off site programming may be done, which will be an improvement over the current methods used to do off site productions.

6. NEW BUSINESS:

A. Public Input at Deliberative Sessions by Outsiders

Mr. Lavoie brought to the attention of the CUC that in a recent PowerPoint® presentation at the School Board Deliberative Session that incorrect information was introduced in a public forum. He stated that the School Board was required to submit their information 24 hours prior to the meeting but that this guideline was not followed by the public. Mr. Cote stated that as access TV, we have an obligation to allow anyone to express their opinions, but Mr. Lavoie was speaking in terms of a level playing field. Mr. O'Keefe and Mr. Schibanoff discussed the issues we have faced in the past about these PowerPoint® presentations and that we have been very lenient with all persons who have submitted materials outside of the 24 hour guideline. It was decided that this issue needs further study with the Selectmen and the Moderator and that perhaps a policy change may be necessary. It will be discussed further at future meetings.

7. OTHER BUSINESS/ REMARKS:

A. Other Business: None

B. Remarks

Mr. Lavoie said that he would be at the Benson Park clean up on Saturday to create a program about the progress of the park. He also thanked the committee for allowing him to serve on it and he hopes to be re-appointed by the School Board to this position. The committee members thanked him for his service.

Mr. McIntosh said that advertising may be an issue with some of our recent programming and that we need to explore this further as a committee.

Mr. Cote asked that the SCO make a presentation at our next meeting about the expectations and the training of the Camera Operators.

8. ADJOURNMENT:

Mr. Cote moved to adjourn the meeting, seconded by Mr. Lavoie. The meeting adjourned at 6:43 P.M.

Submitted by Harry A. Schibanoff, Clerk
March 22, 2010

PUBLIC NOTICE
CABLE UTILITY COMMITTEE

March 18, 2010 - 7:00 p.m.
Town Hall, 12 School Street, Hudson, NH 03051
Board of Selectmen Room

AGENDA

- 1. Call to Order**
- 2. Attendance**
- 3. Public Input**
- 4. Approval of Minutes**
 - A. January 19, 2010 Cable Utility Committee Meeting Minutes
- 5. Old Business**
 - a. HCTV Access Center Open House Planning
 - b. HCTV Status Report
- 8. New Business**
 - a. Public Input at Deliberative Sessions by Outsiders
- 9. Other Business/Remarks by Committee Members**
- 10. Adjournment**

Posted: March 17, 2010