

## **Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Tuesday January 19, 2010**

- 1. CALL TO ORDER** Chairman O’Keefe called the meeting to order at 7:05 pm.
- 2. ATTENDANCE:** Present: Michael O’Keefe, Rupert Cote, Selectman Roger Coutu, Stewart Kroner, Lee Lavoie and Harry Schibanoff. Leo Bernard the Senior Camera Operator (“SCO”) was also in attendance.
- 3. PUBLIC INPUT:** None. No public in attendance.
- 4. APPROVAL OF THE MINUTES:**

The minutes of the last meeting of December 15, 2009 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 Open House Planning**

Mr. O’Keefe asked that the committee change the date of the open house to another time. There were several reasons for this change including the possibility of increment weather in January and the expectation that we may soon have a cable feed that would permit us to televise the event. It was decided that April 11, 2010 would be the date.

Mr. O’Keefe asked that we begin preliminary planning for the event. Several ideas for publicity and events during the open house were discussed. It was decided that publicity could be done through the Hudson Litchfield News, the HCTV Website, Access channels and direct mail. HCTV also needs to create a promotional video for the event. Mr. O’Keefe asked Mr. Cote to head up a subcommittee on publicity.
  - B. Live Cablecasting from Access Center.**

Mr. O’Keefe reported on his presentation to the Board of Selectmen (“BOS”). They approved the mailing of a letter to Comcast requesting a change in the feeds in the franchise agreement from Memorial School to the Access Center. Comcast have said they we do this, but need BOS authorization. The BOS also requested that the feed to Alvirne also be done.
- 6. NEW BUSINESS:**
  - A. Control Room/Studio Camera Installation Review**

Mr. O’Keefe said that this item has been addressed. He is still working on some issues with the installation which he hopes will be resolved soon.

He also brought up a question from the SCO on the town policy of having employees leave meetings that go past 11:00 P.M. The SCO asked that since the operators were know town employees did this apply? After discussion it was decided that the camera operators will be made aware that some meetings may extend beyond 11:00 P.M. and the operator can decide if he/she wants to work on

that committee meeting. The SCO will inform the operators of this procedure at the next staff meeting.

**B. HCTV Status Report**

Mr. O’Keefe reminded the CUC that tracking of programming needs to be done for the BOS. This will help to measure the level of success of HCTV.

**C. Election of Officers**

**MOTION:** Mr. Coutu moved that Michael O’Keefe be elected Chairman by unanimous consent. The motion was seconded by Mr. Lavoie.

The vote was unanimously in favor.

**MOTION:** Mr. Coutu moved that Rupert Cote be elected Vice Chairman by unanimous consent. The motion was seconded by Mr. Lavoie.

The vote was unanimously in favor

**MOTION:** Mr. Coutu moved that Harry Schibanoff be elected Clerk by unanimous consent. The motion was seconded by Mr. Lavoie.

The vote was unanimously in favor

**7. OTHER BUSINESS/ REMARKS:**

**A. Other Business:**

None

**B. Remarks**

Mr. Cote asked how can we find volunteers for the vacancies on this committee. He said he will make inquiries of other organizations in town. There are currently three vacancies on the CUC.

Mr. Schibanoff asked about the upcoming Deliberative Sessions. Coverage of the event was discussed and any committee member can volunteer to participate.

Mr. O’Keefe distributed new HCTV shirts to the committee.

**8. ADJOURNMENT:**

Mr. Coutu moved to adjourn the meeting, seconded by Mr. Lavoie. The meeting adjourned at 8:10 P.M.

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

**PUBLIC NOTICE**  
**CABLE UTILITY COMMITTEE**

January 19, 2010 - 7:00 p.m.  
HCTV Access Center  
98 Old Derry Rd, Unit B3/B4, Hudson, NH 03051

**AGENDA**

- 1. Call to Order**
- 2. Attendance**
- 3. Public Input**
- 4. Approval of Minutes**
  - A. December 15, 2009 Cable Utility Committee Meeting Minutes
- 5. Old Business**
  - a. HCTV Access Center Open House Planning
  - b. Live Cablecasting from Access Center
- 8. New Business**
  - a. Control Room/Studio Camera Installation Review
  - b. HCTV Status Report
  - c. Election of Officers
- 9. Other Business/Remarks by Committee Members**
- 10. Adjournment**

Posted: January 15, 2010