

Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Wednesday November 18, 2009

1. CALL TO ORDER Chairman O’Keefe called the meeting to order at 7:02 pm.

2. ATTENDANCE: Present: Michael O’Keefe, Rupert Cote, Selectman Roger Coutu, Robert Joseph, Steward Kroner and Harry Schibanoff. Lee Lavoie was excused. Jim McIntosh, the Cable Facilitator (“CF”) also attended.

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

4. APPROVAL OF THE MINUTES:

The minutes of the last meeting of October 7, 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. FY2011 Budget

Mr. O’Keefe reported that he had presented the budget to the Board of Selectmen (“BOS”) and it was accepted with a few questions asked. The presentation to the Budget Committee will on November 30, 2009.

6. NEW BUSINESS:

A. Control Room/Studio Bid Review

A Request for Bids was solicited on October 29, 2009. The bids were advertised locally and six vendors were solicited directly. The Request for Bids was in two parts. Quote 1 was for all control room equipment and two studio camera systems and installation. Quote 2 was for one studio camera system. Quote 2 was subject to budgetary constraints in FY 2010.

Four bids were received and reviewed by the CUC. Mr. O’Keefe explained how the system was configured and what equipment was involved in each Quote. Pictures were shown of all the products and several members asked questions about the setup of the system. Mr. O’Keefe explained that certain rebates were included in some of the quotes and he developed a spreadsheet to show what items were missing from each quote. One quote was complete. There is a one year warranty on parts and labor for the equipment in all the quotes. The disparity of the bids was also discussed and various reasons for the differences were explained by Mr. McIntosh and Mr. O’Keefe.

The question of budgetary restraints was introduced by Mr. Coutu and addressed by Mr. O’Keefe. After discussion about the remaining funds in FY 2010 and the fact that there are still seven or eight months left in the year, it was decided it would be prudent to pursue Quote 1 at this time. Mr. Coutu then moved that:

MOTION: That the CUC approve Quote 1 in the amount not to exceed \$77,600 for the purchase of equipment proposed in Quote 1.

The motion was seconded by Mr. Cote and further discussion discussed ensued about each company, their general reputation, financial stability and the CUC's past experience with each vendor.

Mr. Coutu moved the question the Motion passed unanimously.

7. OTHER BUSINESS/ REMARKS:

A. Other Business:

None

B. Remarks

Mr. Schibanoff inquired about the status of the purchase of the new ambulance/HCTV van. Mr. O'Keefe said the dealer would contact the CUC in December when the new ambulance for the HFD is delivered. A short discussion of what to do with the old HCTV ambulance/van ensued and it was concluded that it would be sold with other Town surplus.

Mr. Cote asked about a recent problem with the showing of a Recreation meeting and Mr. O'Keefe said it had been resolved. He also mentioned the need for business cards for the CUC and HCTV and Mr. O'Keefe said he would look into the matter. Finally, Mr. Cote had a question about the outreach of HCTV to the schools but deferred his comments to the next meeting.

Mr. O'Keefe said that the three streaming videos systems were received last week and may be installed next week.

8. ADJOURNMENT:

Mr. Schibanoff moved to adjourn the meeting, seconded by Mr. Kroner. The meeting adjourned at 7:47 P.M.

Submitted by Harry A. Schibanoff, Clerk
November 20, 2009

PUBLIC NOTICE

CABLE UTILITY COMMITTEE

November 18, 2009 - 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. October 7, 2009 Cable Utility Committee Meeting Minutes
- 5. Old Business**
 - A. FY2011 Budget
- 7. New Business**
 - a. Control Room/Studio Camera Bid Review
- 8. Other Business/Remarks by Committee Members**
- 9. Adjournment**

Posted: November 17, 2009