

Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Wednesday October 7, 2009

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, Robert Joseph, Steward Kroner, Lee Lavoie and Harry Schibanoff. Jim McIntosh, the Cable Facilitator (“CF”) and Leo Bernard the Senior Camera Operator (“SCO”) also attended.

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

4. APPROVAL OF THE MINUTES:

The minutes of the last meeting of September 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. Lavoie. The acceptance of the minutes was unanimous.

5. OLD BUSINESS:

A. HCTV Van Replacement

Mr. O’Keefe summarized the idea to purchase a new van from the vendor that will be buying the old ambulance from the Hudson Fire Department (“HFD”) for the benefit of those members of the CUC that were not in attendance at the last meeting. Mr. Cote asked about a possible trade in of the old van and Mr. O’Keefe thought the value of the old van is low due to its age and condition. Mr. Joseph asked about the costs of repairing the old van as compared to purchasing a new van. He thought a cost analysis of the two proposals should be done. Members of the committee in general thought that this was not necessary due to the amount of repairs, the cost of repairs and the age of the vehicle. After a discussion Mr. Lavoie, make the following motion:

MOTION: That the CUC spend up to \$7,000.00 to purchase the ambulance currently owned by the HFD.

The motion was seconded by Mr. Cote and with no further discussion six members voted in favor of the motion and one abstained (Coutu). The motion passed.

6. NEW BUSINESS:

A. FY2011 Budget Proposals

Mr. Coutu asked that Mr. O’Keefe obtain budget to actual reports from the Finance Department so that we can monitor the spending by the CUC in the future.

Mr. O’Keefe presented the draft of a budget that he had developed in preparation for this meeting. He explained to the newer members the methodology that has been used for several years to determine the amount of revenue we may have for FY2011. Basically, it is the amount of anticipated franchise fees collected from

Comcast who collects it from the cable subscribers. Large budget items included salaries to the Camera Operators and SCO, legal costs of the franchise renewal and fees to the CF. The largest item was for small equipment which several members of the committee felt needed to be broken down into other areas of the budget such as leasehold improvements and increased legal expenses. The CF explained that new camera equipment might also be needed due to the age of the existing cameras and their obsolescence. Funds for these purchases were broken out of the small equipment amount. The cost of operating the Access Center (“AC”) was also discussed and funds were realigned for utility cost and leasehold improvements. The result was a budget of the same amount as proposed but with additional line items to reflect the used of funds in a more detailed manner. Mr. Coutu then made the following motion:

MOTION: That the CUC approved the budget submission in the amount of \$198,892 with adjustments and modifications as discussed this evening.

The motion was seconded by Mr. Cote and after no further discussion, it passed unanimously.

B. Live Internet Streaming of HCTV PEG Channels

Non cable users in the community have expressed a desire for live streaming of meetings on the Internet. Mr. O’Keefe obtained a proposal from Single Source Group (“SSG”) of Nashua. This system is a module available for use in the Tighrope program that is used by HCTV. Mr. O’Keefe expressed his opinion that due to the lower than anticipated costs that streaming be done on all three PEG access channels. After several questions about streaming and the proposal from SSG, it was moved by Mr. Coutu:

MOTION: That we approve the expenditure of an amount not to exceed \$9,000.00 which would include the cost of shipping for the purchase of the three live IP streaming units for the Cablecast Systems Bundle.

The motion was seconded by Mr. Kroner and after limited discussion concerning costs and location, it passed unanimously.

7. OTHER BUSINESS/ REMARKS:

A. Other Business:

None

B. Remarks

Mr. Schibanoff inquired if a listing of contributions and donations to Benson Park could be shown on HCTV. The CUC had no problem with this issue and the Benson Park Committee Clerk will prepare and supply the information for HCTV.

Mr. Lavioe thanked the SCO for helping with a recent presentation at Memorial School.

Mr. O'Keefe and Mr. McIntosh met with the media teacher at the high school and discussed the involvement of students with HCTV. They suggested the possible use of CUC equipment and the AC by the students. The meeting went well and it is hoped that it will improve communications with the school. Mr. Cote said that he also had met the principal of the high school to inform him of the opportunities with HCTV. Mr. Coutu asked that in the future any contact with the school system be made know to Mr. Lavioe in advance.

8. ADJOURNMENT:

Mr. Coutu moved to adjourn the meeting, seconded by Mr. Cote. The meeting adjourned at 9:05 P.M.

Submitted by Harry A. Schibanoff, Clerk
October 9, 2009

PUBLIC NOTICE

CABLE UTILITY COMMITTEE

October 7, 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. September 15, 2009 Cable Utility Committee Meeting Minutes
- 5. Old Business**
 - A. HCTV van replacement
- 7. New Business**
 - a. FY2011 Budget Proposals
 - b. Live Internet Streaming of HCTV PEG Channels
- 8. Other Business/Remarks by Committee Members**
- 9. Adjournment**

Posted: October 6, 2009