

Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Tuesday, June 16, 2009

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

2. ATTENDANCE: Present: Michael O’Keefe, Selectman Roger Coutu, Robert Joseph, Stewart Kroner and Harry Schibanoff. Rupert Cote was absent. Leo Bernard the Senior Camera Operator (“SCO”) also attended.

3. PUBLIC INPUT: None

4. APPROVAL OF THE MINUTES:

The minutes of the last meeting of May 19, 2009 were reviewed by the CUC. There were no changes or corrections. Motion was made by Mr. Kroner to accept the minutes and seconded by Mr. Joseph. The acceptance of the minutes was voted unanimously.

5. OLD BUSINESS:

A. Status of Revised Policies and Procedures

Mr. O’Keefe reported that he had attended the May 26, 2009 Board of Selectmen (“BOS”) meeting where the revised policies and procedures were presented and discussed. The BOS inquired about the use of the disclaimer that is in the policy and it was decided that it would be displayed on the Bulletin Board. The Board also shortened the hours for adult programming by changing the starting time to midnight instead of 11 P.M. The BOS adopted the policies and procedure manual as amended and with minor corrections and it will now be available online. This is the 5.1 Version of Policies and Procedures Manual.

B. Employee status of HCTV Camera Operators

Mr. O’Keefe reported that the BOS were informed of the change in status of the camera operators from independent contractors to town employees. They voted to approve the employment of six camera operator and one Senior Camera Operator (“SCO”).

6. NEW BUSINESS:

A. Lighting/Curtain/Grid/Dimming Purchases

An RFP was sent to four vendors to bid on the above mentioned items for the new access center. Three vendors submitted detailed quotes. Mr. O’Keefe explained the bids and showed the committee pictures of similar equipment. Mr. O’Keefe and Mr. Kroner explained some of the details of the equipment. Mr. Schibanoff inquired about the three companies and how long they had been in business. Mr. O’Keefe said all three were reputable companies. Mr. Coutu inquired about the electricity needed and Mr. O’Keefe said that it would be done under a separate vendor. Mr. Coutu suggested that we also submit an RFP for the electrical work. Mr. Schibanoff and Mr. Coutu felt that the lighting, grid and dimming work should be done by one company and the lowest bid was for this work was Barbizon Lighting Company. The lowest bid for curtains was from APS Lighting-Sound-A/V. Mr. Coutu then made the following:

MOTION: That the CUC award the Barbizon Lighting Company the contract for the lighting at \$11,880, the grid work at \$7,500 and the dimming at \$5,642 for a total cost of \$25,022 and also moved to award APS Lighting-Sound-A/V the curtain contract for \$5,397. The total cost would be \$30,419.

The motion was seconded by Mr. Kroner and after a brief discussion is voted unanimously with a vote of 5 – 0.

B. Tricaster Monitor/Case Purchase

Mr. O’Keefe explained that the Tricaster equipment has been used on several recent productions and we have no reasonable way to transport this expensive equipment. He suggested that the CUC purchase a case designed for this equipment at a cost of \$999.00. The committee thought this was a good idea and prudent move. Mr. Coutu asked if there would be any shipping or other handling costs and Mr. O’Keefe said he did not know at this time. Mr. Coutu then moved:

MOTION: That the CUC approved the sum not to exceed \$1,100 for the purchase of the Tricaster Road Case and monitor.

Mr. Kroner seconded the motion and after a brief discussion it was approved unanimously by a vote of 5 – 0.

7. OTHER BUSINESS/ REMARKS:

Mr. Kroner said that he had looked in the use of a camera at the access center and found that it would not be feasible due to power requirements. Mr. Coutu commented on the good quality of some of the recent programming submitted by residents. Mr. Schibanoff talked about the Benson’s Memorabilia show soon to held in Hudson. Mr. O’Keefe said that HCTV and other parties are planning on covering the event. Mr. O’Keefe talked about the Alvirne graduation and the Roger’s Library dedication both of which were covered by HCTV. Mr. Coutu congratulated Mr. O’Keefe for the professionalism of these productions which were done under difficult circumstances.

8. ADJOURNMENT:

Mr. Coutu moved to adjourn the meeting, seconded by Mr.Kroner. The meeting adjourned at 8:26 P.M...

Submitted by Harry A. Schibanoff, Clerk
June 18, 2009



TOWN OF HUDSON
CABLE UTILITY COMMITTEE



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PUBLIC NOTICE

CABLE UTILITY COMMITTEE

June 16, 2009 - 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. May 19, 2009 Cable Utility Committee Meeting Minutes
- 5. Old Business**
 - A. Status of Revised Policies and Procedures
 - B. Employee status of HCTV Camera Operators
- 7. New Business**
 - a. Lighting/Curtain/Grid/Dimming Purchases
 - b. Tricaster Monitor/Case Purchase
- 8. Other Business/Remarks by Committee Members**
- 9. Adjournment**

Posted: June 15, 2009