

Minutes of the Hudson Cable Utility Committee (“CUC”) Meeting Wednesday February 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, Robert Joseph, Stewart Kroner and Harry Schibanoff. Excused: Selectman Roger Coutu. Absent: Brenda Levesque. Leo Bernard, the Senior Camera Operator joined the meeting at approximately 7:20 pm. Mr. Nazarian did not attend the meeting.

3. PUBLIC INPUT: None.

4. APPROVAL OF THE MINUTES:

The minutes of the last meeting of January 21, 2008 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. Knoner. The acceptance of the minutes was voted unanimously.

5. OLD BUSINESS:

A. Access Center Building Update

This meeting of the CUC was held at the new Access Center at 98 Old Derry Road. The building needs to be furnished and equipped to become a functional Access Center. Mr. O’Keefe spoke about the need to investigate the cable access to the building, attain furnishings and generally organize the building. Mr. Schibanoff suggested that a timetable be established with specific tasks, responsibilities and timetables for the completion of these tasks. The Cable Facilitator would be responsible for its implementation and completion.

B. HCTV and Access Center Usage Plan Update

The Board of Selectmen has requested a “plan” in order to justify the increased hours for the cable facilitator. It is anticipated that with the new Access Center that his time will need to be increased from 40 hours a week to 65 hours a week. Mr. O’Keefe has been consulting with Mr. Coutu about this plan and they have visited the Londonderry access facility to obtain information that could be useful. Mr. Cote also had a discussion with the Town Administrator about the CUC and HCTV. It appears that the CUC needs to do a better job of explaining and demonstrating how access TV works and what it is capable of producing. A suggestion was made by Mr. Cote to invite the Town Administrator and his Assistant to a future CUC meeting.

Various topics concerning the plan were discussed by the entire group. Mr. O’Keefe said he would use this input in developing a document. He also will be consulting with Mr. Coutu about the project.

6. NEW BUSINESS:

A. Committee Member Updates and Distribution Lists

Mr. Cote distributed a current list of CUC members with addresses and contact information that had been prepared by the Selectmen's Office. Mr. O'Keefe asked the group if any changes were necessary. He also talked about the possible use of email address from the town; however, there is limited capacity within the town system. He also said that we needed to update our web page on the town website because the current information is out of date.

Mr. Kroner asked if we receive any feedback on the HCTV website about its usage and volumes. Mr. O'Keefe was not sure what reports are available, but will research the question. Mr. Schibanoff asked if the meeting agenda could be put on the HCTV website to make finding a topic in a meeting easier. Mr. O'Keefe explained that this Website is run off the Tightrope system at this time and the system would most likely not be capable of providing that type of information. Mr. O'Keefe also spoke about possible streaming of meetings but was not sure, when that could happen.

7. OTHER BUSINESS/ REMARKS:

Mr. O'Keefe announced that Brenda Levesque will be resigning from the School Board and that a new representative from that body will need to be assigned to the CUC.

Mr. Joseph asked about an orientation program for him as a new committee member and Mr. O'Keefe will schedule a meeting with him in the near future.

Mr. Cote suggested that we develop a scholarship program for Alvirne High School students that plan to pursue a career in communications. The CUC discussed the pros and cons of this idea and that it would be a positive action on our part. The question of where the funds would be obtained was also discussed. Mr. Cote would like the committee members to consider this idea for further discussion at a later meeting.

Mr. O'Keefe said that Selectman Massey has complained about the guide language used by Comcast for channel 22. He claims it needs to include the word "Government." Mr. O'Keefe said he would call Comcast about it but that the CUC cannot change a Comcast decision unless it is in the franchise agreement.

Mr. Bernard talked about an issue with sound on HCTV and stated that he is working on the problem.

Mr. O'Keefe distributed the quarterly franchise fee statement and explained how it operated. There were many questions by the CUC members primarily for explanation of the documents.

Mr. Bernard stated the CUC needed to plan for future camera operators since many of the current operators would graduate this year. He also said that we have to make clear to the operators when they are being paid and when they are volunteering. Mr.

Cote suggested that we establish a feeder system to provide for a pipeline of camera operators in the future.

Finally, Mr. O'Keefe discussed the upcoming town elections. He said some candidates might be using the resources of HCTV to promote their candidacy. The CUC discussed how this is permissible but that policy prohibits the use of short advertisements by candidates.

8. ADJOURNMENT:

Mr. Cote moved to adjourn the meeting, seconded by Mr. Kroner. The meeting adjourned at 8:27 P.M.

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

PUBLIC NOTICE

CABLE UTILITY COMMITTEE

February 18, 2009 - 7:00 p.m.
HCTV Access Center
Unit B3/B4
98 Old Derry Rd., Hudson, NH 03051

AGENDA

- 1. Call to Order**
- 2. Attendance**
- 3. Public Input**
- 4. Approval of Minutes**
 - a) January 21, 2009 Cable Utility Committee Meeting Minutes**
- 5. Old Business**
 - a) Access Center Building Update**
 - b) HCTV and Access Center Usage Plan Update**
- 6. New Business**
 - a) Committee Member Updates and Distribution Lists**
- 7. Other Business/Remarks by Committee Members**
- 8. Adjournment**

Posted: February 18, 2009