

**Minutes to the Hudson Cable Utility Committee Meeting
Tuesday, September 18, 2007**

1. **CALL TO ORDER** Chairman O’Keefe called the meeting to order at 7:02 pm.
2. **ATTENDANCE** Present: Michael O’Keefe, Leo Bernard, Steve Boucher, Rupert Cote, Ahmed Elmahdy, Jeanne Johnson, Brenda Levesque, Doug Robinson and Harry Schibanoff. James McIntosh, Cable Facilitator was also in attendance.
3. **PUBLIC INPUT:** None
4. **APPROVAL OF THE MINUTES:** Mr. O’Keefe asked if there were any changes or comments concerning the minutes of the August 21, 2007 meeting. Being none it was moved by Mr. Bernard and seconded by Mr. Cote to accept the minutes. The motion passed unanimously.
5. **OLD BUSINESS:** None

6. NEW BUSINESS:

FY 2009 Budget: Mr. O’Keefe referred to the copies of the 2007 and 2008 that were previously provided to the Cable Utility Committee (“CUC” or “Committee”) that included 2008 expenditures to date and his recommendations for the FY2009 Budget. He explained his rationale for each of the budget items and how the budget is based upon the anticipated franchise fee revenue the Town receives from Comcast. Franchise fees have leveled off in the past year and are not expected to increase significantly in the future.

Committee members asked various questions of Mr. O’Keefe concerning the determination of various budget amounts. Mr. Schibanoff inquired about the dollar of amount of the telephone expense and it was explained that costs might increase in the future due to anticipated streaming activities by HCTV. Small equipment costs have been increasing due to the age of our equipment. The budget item for large equipment needs relate to the CUC van that as it gets older is requiring more repairs. Mr. Robinson questioned the increase in legal expenses; they increased due to the renewal costs associated with our Franchise Agreement in 2012, a process that takes several years to complete. Mr. Boucher asked about Equipment Rental costs, which Mr. O’Keefe said are usually related to the set up for the two major town meetings. The CUC questioned many of the smaller items primarily for purposes of explanation and clarification. After a through discussion it was moved by Mr. Boucher and seconded by Mr. Cote:

MOTION: That the proposed budget for FY 2009 presented at this meeting be submitted to the Board of Selectman on October 19, 2007 by Mr. O’Keefe for their acceptance and approval. There was no further discussion and the motion passed unanimously

7. OTHER BUSINESS

- a. Mr. Bernard asked about the installation of a new camera in the Community Room and commented on a technical problem with the recent televising of the Conservation Commission. Mr. McIntosh would look into the situation, but Mr. O'Keefe said that the problem would not occur with the new system.
- b. Mr. Boucher asked why no Agenda was sent out for this meeting. Mr. Schibanoff and Mr. O'Keefe apologized for the oversight, but the agenda was posted as required. He also suggested that we have some sort of ID for HCTV that could be used in case of a political candidate visiting Hudson and/or any similar event. Mr. McIntosh and Mr. O'Keefe will look into this request.
- c. Mr. Cote questioned if we have had any feedback from Town organization to do programming on HCTV. He suggested we try to stimulate interest in the town and to let organizations know that they may borrow our equipment. It was decided to advertise the availability of time on HCTV. Mr. Elmahdy asked if a list of the equipment we can lend out is available. Mr. O'Keefe said there was no list at this time but that we should generate one.
- d. Mr. O'Keefe said that the Tightrope System is almost complete however some equipment needed to be returned due to operating problems, but all the equipment is now in. It was discovered that the new system generates too much heat for the small room near the Selectmen's Room. The only solution would be to air condition it better, but that would be very costly, so it was decided that the Tightrope System would be placed in the Community Room operations center. Mr. O'Keefe said that the three channels would need to be shut down for a day or so to install the Tightrope System. A discussion was held on how best to communicate this shut down to community and it was decided that some sort of communication of the shut down would be put in the Hudson Litchfield News. Mr. Robinson volunteered to assist the CUC on this matter.
- e. A brief discussion on a communication on the new FCC requirements was held. Mr. O'Keefe said he may notify our Representatives of our opinion of these FCC rulings.

8. REMARKS:

- a. Mr. Cote asked about his previous inquiry if non-cable users could be on the CUC. There was a discussion of the issue similar to our previous discussion on the matter and it was decided to table the issue at this time until the nominations of new committee members is an active issue.

9. ADJOURNMENT: Mr. Boucher moved to adjourn the meeting, seconded by Mr. Bernard. The meeting adjourned at 8:07 P.M.

Submitted by Harry A. Schibanoff, Clerk
September 24, 2007



TOWN OF HUDSON
CABLE UTILITY COMMITTEE

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PUBLIC NOTICE
CABLE UTILITY COMMITTEE

September 18, 2007 - 7:00 p.m.
Town Hall, 12 School Street, Hudson, NH 03051
Selectmen's Meeting Room

AGENDA

- 1. Call to Order**
- 2. Attendance**
- 3. Public Input**
- 4. Approval of Minutes**
 - A. August 19, 2007 Cable Utility Committee Meeting Minutes
- 5. Old Business**
 - None
- 6. New Business**
 - A. 2009 Budget
- 6. Other Business**
- 7. Remarks by Committee Members**
- 8. Adjournment**

Posted: September 17, 2007