

**Minutes to the Hudson Cable Utility Committee Meeting
Tuesday, February 20, 2007**

- 1. CALL TO ORDER** Chairman O’Keefe called the meeting to order at 7:01 pm.
- 2. ATTENDANCE** Present: Michael O’Keefe, Leo Bernard, Kathleen MacLean, Steve Boucher, Rupert Cote, Jeanne Johnson and Harry Schibanoff. Excused: Ahmed Elmahdy. Absent: David Bouchard. James McIntosh, Cable Facilitator was also in attendance.
- 3. PUBLIC INPUT:** Mr. Richard Maddox of 323 Fox Run and Chairman of the Board of Selectmen commented that the sound quality and background noise of the broadcasts of the Planning Committee meetings was annoying and that he has received several citizen complaints about it. Mr. O’Keefe and Ms. MacLean told him that this matter was discussed at the previous meeting of the Cable Utility Committee. (“CUC”) The committee is working on improving the situation with new microphones that may be shut off to alleviate the noise situation. These will be available in about two weeks. He also stated that additional microphones might also be needed.

Mr. Maddox also congratulated the CUC and the Facilitator for the broadcasts that it is now doing and that it has been an excellent method of communication to the community about its government.

- 4. APPROVAL OF THE MINUTES:** Mr. Bernard stated that Section D of the Minutes of January 16, 2007 reported that the nominations for officers included seconds by several members. He stated that a second was not necessary in a nomination. Mr. Schibanoff clarified that seconds were made regardless of their necessity so the Minutes were accurate. There were no further items of discussion in the Minutes. Motion was then made by Mr. Bernard to accept the January 16, 2007 Minutes seconded by Ms. MacLean and voted unanimously.

5. OLD BUSINESS: none

6. NEW BUSINESS:

- A. Political Ads Policy:** Ms. MacLean stated that we needed to encourage local candidates to use HCTV as a means of communicating their positions on various issues within the Town, but she also noted that this could not be a political ad per se. Political Ads would be contrary to HCTV Policy. She suggested that this information could be inserted into the community scroll to inform candidates of this opportunity. Several alternatives were discussed and it was pointed out that HCTV does broadcast Candidates Night and a local commentary program, however Mr. McIntosh could also assist others in developing similar types of programming.

Several members offered comments about upcoming events to be broadcast in the Town including the televising of the election results and Candidates Night. Mr. Boucher asked for a point of order to determine if we had concluded the discussion of political ads. Mr. O'Keefe felt that we had addressed the policy issues and that we would wait and see how it evolved. Mr. Boucher also asked if the limitation parameters of presentations were communicated to these potential producers. Mr. O'Keefe said that by signing the producer's submission form, they state that they have read and understand the policy. The policy is available to read at the Town's website.

- B. Other Items:** Mr. O'Keefe introduced the issue of charging \$15 for copies of our programming. He had received inquiries as to the amount especially as it applied to DVD copies. It was felt that DVD duplication was less expensive and the \$15.00 charge may be too high. Several Committee members believed that the current pricing was fair taking into account the time, labor and materials involved. The question was raised if these broadcasts were "Public Documents." Mr. Boucher was of the opinion that they were not and would not be subject to the requirements for providing copies under state law. Mr. O'Keefe past out a document showing a DVD Duplicator that he suggested we purchase to be able to make copies within our offices and so that he would no longer have to take them to his home for copying. After a brief discussion Ms. MacLean offered the following:

MOTION: That Mr. O'Keefe is authorized to purchase a SONY DVD Duplicator at a price not to exceed \$521.99. Mr. Bernard seconded the motion. There was no further discussion and the motion passed unanimously.

The discussion returned to the cost of copying VHS tapes and DVDs. After more debate on the merits of the pricing it was moved by Mr. Bernard:

MOTION: The CUC recommend to the Board of Selectmen that it provide copies of its programming to any interested party at a cost of \$15.00 for a VHS tape and \$10 for a DVD. Ms. MacLean seconded the motion.

Mr. O'Keefe said that these amounts were consistent with the new policy at the Londonderry Cable Access. Mr. Schibanoff inquired about the payment of the fees. Mr. O'Keefe said that the fees were collected by the Finance Department and the CUC was not involved in the payment system. There being no further discussion it was voted six to one to accept the motion. Mr. Boucher voted against the motion.

Mr. Bernard asked if new shirts were to be ordered for the HCTV staff and CUC committee members. A suggestion was made that the staff obtain an identity badge. Mr. O'Keefe said that this topic needed further research and tabled it until our next meeting.

Mr. Schibanoff asked about close captioning of our programming. A citizen at the Town Deliberative Session made this suggestion to the CUC. Mr. O'Keefe and Mr. Boucher stated that it would not be feasible for HCTV to provide close captioning due to the cost and labor involved in the process.

7. OTHER BUSINESS/ REMARKS

- a. Mr. Bernard stated that he thought we needed a new Character Generator.
- b. Mr. Boucher inquired about the broadcasting of the School and Town Deliberative Sessions and the progress in developing a backup system for the Bulletin Board. Mr. O'Keefe said that he and Mr. McIntosh are working on a back-up system.
- c. Mr. Cote questioned the humming noise in the broadcast of the Town Deliberative Session.
- d. Ms. MacLean asked for a summary of our activities during the year so that she may report it to the Board of Selectmen.
- e. Mr. O'Keefe commented that a new playback system would provide more flexibility and sophistication of our broadcast activities. He also asked that we re-activate the marketing letter to Town groups that we had discussed and drafted in the past. He asked Mr. Schibanoff to obtain the materials from the previous Secretary.

In closing remarks all the Committee members expressed there individual appreciation and thanks to Selectman MacLean for her dedication to the CUC, her support for the CUC with the Board of Selectmen and for her attendance and participation at our meetings. Several comments were made that we had not received that type of attention from any Selectman in the past.

8. ADJOURNMENT Mr. Bernard moved to adjourn the meeting, seconded by Ms. MacLean. The meeting adjourned at 8:15 P.M.

Submitted by Harry A. Schibanoff, Clerk
February 22, 2007



TOWN OF HUDSON
CABLE UTILITY COMMITTEE

12 SCHOOL STREET HUDSON, NEW HAMPSHIRE 03051 603/886-6024 FAX 603/598-6481



PUBLIC NOTICE
CABLE UTILITY COMMITTEE

February 20, 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. January 17, 2007 Cable Utility Committee Meeting Minutes
5. **Old Business**
 - A. None
6. **New Business**
 - A. Political Ads Policy Discussion
 - B. Other
7. **Other Business/Remarks by Committee Members**
8. **Adjournment**

Posted February 16, 2007