



Meeting Minutes for March 23, 2006

**Meeting convened at –No. Branford Town Hall**

**Present:**

Branford	John Elliott, Pat McGlashan, Marvin Zimmerman <del>Billye Bradley</del>
East Haven	Marie Saddig,
Guilford	Pete Garafolo, <del>Jeff Lincoln</del>
Madison	<del>Stephen Fuest</del>
North Haven	Carolyn Spetland
North Branford	Mary Bigelow, Joanne Wentworth
Wallingford	Susan Huizenga
Library	Ken Donadio
COMCAST	John Bairos
Regrets:	Stephen Fuest
Guests:	None

**I. Call to order/roll call.**

Chairman Huizenga called the meeting to order at **7:17 PM.**  
**4** Towns represented, **10** Members present

**II. Public Comments** No members of public present.

**III. Review of Agenda:**

Roll Call  
Call to Order  
~~Welcome/Public Comments~~  
Enter Log of Correspondence  
Executive Committee (EC) Report – Status Of Advisor Terms, Treasurer  
Report (CD Rollover Action)  
Committee Reports - Insurance  
Any remaining Deferred Business  
Insurance  
New Business: ACM Registration, Legislative Action Federal & State  
Public Comments  
Town Reports (activities reported in relation to responsible party Board,  
Staff, Volunteers)  
~~Public Comments~~

**IV. Minutes Action:** Chairman Huizenga asked that the Minutes of the Jan 2006 be reviewed for acceptance. Chairman Huizenga noted that the Treasurer's 'Check-off Check' status reported immediately following January meeting was incorporated in minute. No discussion/correction: **C.S.** called the motion to accept. **M. Z.** seconded. The motion carried. None abstained, none in opposition.

**V. Correspondence – See Jan-Feb CACSCC Correspondence Log for details**

In brief as shared with Advisors: –

- PEG Bill Error \_NH – resolved per J. B. Comcast.
- mis directed check for Wlfd Senior – resolved with Exec. Customer Care with full credit and account closure. Mail addressed to ComCASH

- a check from iGive was deposited and another one should be coming. Missing checks were going to North Branford post office and were returned to senders. Address has been corrected, money should be available soon.
- Effective March 1<sup>st</sup>: insurance effective - binder rec'd March 23<sup>rd</sup>.
- cc: Chairman Letter to Wlfd/Mayor re availability to serve beyond 2006 – more on topic –executive committee
- Attorneys for Comcast: Reported status to DPUC on transfer of assets/Adelphia: Transfer closure delayed with Federal Agencies.
- Communication from Comcast – statistics on subscribers, no major fluctuations in numbers
- Bank correspondence – business taken care of by Treasurer
- Cramer Docket – DPUC & Comcast Attorneys (Madison)
- Tiger Scouts – may request tours of TV stations for Communication Badges/ request made in Wallingford via 7Towntv.org
- Notice of national ACM conference in Boston, with pre-conference board members training – discuss in New Business.
- Decibel volume adjustments, complaint via personal letter to Comcast by John & Faith Elliott.

**No concerns were raised by Advisors about entering correspondence as distributed (sent mail list with subjects & dates for Jan/Feb)**

#### **VII. COMCAST Report.** Comcast Representative John Bairos

Reorganization: Comcast New England is now a separate division, this item is re: corporate structure only and has no impact on customers.

Community Report: A sponsor of Shoreline Arts Festival

Market Report: **1)** Channel 653 TVP Polonia will now be available statewide (ethnic-speaking program channel). **2)** Currently on Channel 5: Free preview of Sports Net NY –primarily NY sports programs (METS) until May, will be launched as a permanent channel in the Danbury & NH area **3)** Customer Satisfaction **Surveys:** contract with vendor recently signed, survey will be conducted in Branford franchise after May. Outreach Committee was to draft questions. Alternate plan adopted: **Advisors can email Questions to Chairman@7towntv.org** and status will be checked on at next meeting. If no questions to select from in April this item will be deferred to committee again

DPUC Report: **1)** Docket 05-06-12, Verizon has pulled out of this VOIP DPUC docket. **2)** Copies of Comcast response to Docket 06-02-18 were distributed, position- DPUC cannot rule on a constitutional issue, re: religious TV programming. **3)**Dockets: DPUC /Consumer service fees (Price ceilings are currently under the maximum allowed price); CPI index for PEG based on market price. Final decision will be made around June 3<sup>rd</sup>.

#### **VIII. Executive Committee (EC)Reports**

Advisor Terms of Service – most members terms are thru Annual Meeting of June 2006, replacements must be found or reappointment availability confirmed to appointing authority. Legislations encourage a 2-year appointment but is not necessary. S. Huizenga wrote letter to Mayor re availability until 2008.

Follow-up item... **advisors are urged to give out their personal contact information so that they may be reached.** Education Committee had issue reaching BB because contact info was daytime only.

Treasurer report as distributed with following highlights: Projected surplus at years end: \$20,850. \$4650 currently in account, after deduction of check for insurance. Updates for next report: reallocate \$50 for insurance as used for Admin Other in

November. Add I give income/deposits. Action Items: Reimbursement of \$142.40 to Chairman for Insurance balance. Check-off checks distributed. NB to M. Biglow; EH to M. Saddig; Guilford to be mailed by Treasurer.

CD Rollover: interest rate increasing. CD is to be rolled over for another six months. M.S. motions to rollover CD again with direction to Treasurer to "keep eyes open" for better interest rates. CD action to be taken in June. K.D. seconded. Motion to Accept Treasurer's Report by John Elliot, seconded by Marie Saddig.

### **Committees Report** and what is expected from February Meetings

Nominating committee: Annual Meeting coming up in June. To establish who is available, the committee is asking for suggestions for officers. Form distributed. E-mail confirmation also accepted. All current members are asked to help find potential officers.

Education Committee: Did Not Meet. Committee Agenda: Open Item – Downlink use for Educational Programming feasibility. How to notifies BOEs or other interested parties like Homeschool families. **Committee should continue to try to meet**

#### Outreach Committee:

Committee Agenda: franchise directive to become more visible to customers. Annual Meeting plan, customer survey, awards program, press releases.

Pat and Joanne met and made the following recommendation: *Live with Peter Lombard:* -an interview show- may be invited to do a show, "behind the scenes at Public Access TV" to educate the community on how to use the equipment and learn what Public Access is about. Another possibility is that he would interview PEG producers / members .

Accept report of the Outreach Committee, to follow their idea about Annual Meeting with focus on PEGS "Behind the Scenes program" using local Branford PEG Host. motioned by Marie Saddig and seconded by Pete Garafolo. Discussion: Budget has up to \$250 for Meeting speaker –preparation costs. Last year authorization covered long distance travel and copies of DVDs. **Committee to contact potential speaker and discuss ideas and provide more details in April.**

Also, proposed PEG activate outreach with an annual/semi-annual seminar to educate and recruit people for public access, including interested high school students. CACSCC has no authority and no allocated budget to set this type of program up for PEGS. Discussion transitioned to ACM as a resource for such training. Wallingford Board voted to send representatives to the National ACM conference July 5<sup>th</sup> through 8<sup>th</sup> in Boston (note, this is the closest a conference will be for a long time) Discussion of types of activities available at conference including Board Training. Chairman Huizenga posed the question: Will cable advisory encourage PEG groups to send reps by reimbursing the costs of the conference fees? Overall early bird conference rate is \$350 with all events included therefore overall cost at least \$700 per person if hotel/daily expenses included. Grant Options include: to sponsor one \$350 rate in a lottery, with one winner out of all 7 towns, OR reimburse up to a certain amount for each town or grant overall amount and distribute based on per person attendance across all seven towns. CS suggests allotting a cash grant towards professional development for this: \$2500 could be set aside and would be divided by towns participating. Motion for a grant program for ACM from Pete Garafolo, and seconded by John Elliott, such that a \$350 grant per town is available for this conference, paid not to the individual but reimbursed to the

PEG. NO oppositions. **PEG groups will be notified through email by SH, encouraging them to use the Early-Bird registration.**

Shared Services Committee: Did Not Meet. Committee Agenda: Open Item. Process for Insurance Premium for 2006-7. Discussed by Advisors. Motion by Joanne Wentworth. Treasurer will prepare billing letter to PEGS for their proportional portion of annual premium. Friendly amendment by M. Saddig: Accept a phase-in of premium by the pegs, year one (3/2006-07) CACSCC pays 100%; year two (3/2007-08) 50% [approx. \$300 per PEG]; year three (3/2008-09) CACSCC pays 25% [approx. \$450 per PEG]. **Letter on decision and estimate cost to be distributed to PEGS no later than CACSCC Annual Meeting by Treasurer such that Annual Billing Letter to be expected in January.** Motion seconded by John Elliott. Vote unanimously in favor of the amended motion.

### **IX. Old Business**

Media Liability Insurance Activation. Notice sent to PEGS on March 1st that Media Liability Coverage effective. Copies of binder available at Meeting for distribution to PEGS. During month – before confirmation there was a discussions between C. Huizenga & W.Mann re actual feasibility of getting a policy. NH wanted to make budget adjustment. **Notice to Madison Finance Dept. pending.**

### **VIII. New Business**

PEG Annual Reports: **Members are asked to find out if their towns have filed DPUC by next meeting. Bring CACSCC copies to April Meeting.**

Website Issues: Committees should consider how website can aid committee work. Legislative landscape information provided on site. Focused discussion to bring Advisors up to date and get Action Agenda in place on national & State bills and dpuc dockets. Decision: **Chairman to forward key Action Items to Advisors & PEGS so that individuals can take action.** Consensus: **Chairman can represent CACSCC as documented in the FCC testimony as needed over the next month.**

National Legislative Agenda: Notices being distributed about possible PEG extinction with attachments more than 3 months old. Our website is much more up to date including ACM Alerts. Reminder that CACSCC constituents are not just P.E.G. Consumers and Towns are also constituents and our response to legislation should consider this broader role. National agenda will limit state and town roles. The municipalities have an interest in franchising because it affects their revenue. Community Choice Act does NOT eliminate franchising. There has been Infighting in Congress and Telecom has underwritten 'consumer like' websites. What will get to vote may be determined in the next 2 weeks or be put off again for another year.

Advisory Council Regulation changes also getting attention in CT Legislature. Bill also includes some restrictions on the DPUC, mention of the need for a statewide advisory council. Available for members to review on web site.

### **VIII. Town Reports**

Town Reports as time allows. **Time does not allow, no oppositions.**

### **VIII. Public Comments - None.**

IX. **Adjournment** John Elliott moved to adjourn. Marie seconded. Motion carried unanimously.

**Meeting adjourned at 9:00 pm**

Respectfully submitted:  
Elizabeth Frager