



Date: **5/24/07**
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **North Branford Town Hall**
 Call to Order **7:21 PM** Adjourn **8:x24 PM Motioned by Marie Saddig**
Seconded by Steve Fuest
 Roll Call **4 towns/entities, represented by 7 Members** [Quorum: 4 Towns, 7 Members]

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	R		Carolyn Spetland	North Haven	R
		Branford				North Haven	
		Branford				North Haven	
		Branford BOE				North Haven BOE	
1	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	R
2	Bill Golambiski (aka) Bill Biski	East Haven	✓		Joanna Wentworth	North Branford	N
		East Haven				North Branford BOE	
		East Haven BOE		6	Susan Huizenga	Wallingford	✓
3	Jeff Lincoln	Guilford	✓	7	Beth Devaney	Wallingford BOE	✓
4	Pete Garofalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Curt Huizenga	Guest 1- Wallingford	
5	Stephen Fuest	Madison	✓	5	John Woods	Madison TV Board Mbr	
		Madison				Guest 3	
		Madison BOE				Guest 4	
	Ken Donadio	Library	R			Guest 5	
	John Bairos	Company-COMCAST	✓			Guest 6	

Legend: ✓ attend, R regrets , N No Status, P proxy provided

----- **AGENDA TOPICS** -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	
2	Log of Correspondence	Chairman	Review Updates of Annual Log
3	Review / Accept Minutes	Advisors	Motion to accept 04/07 Minutes by Pete Garafolo
4	Executive Committee Report	S.H./C.S./P.G	Treasurer et. al.
5	Comcast Report	J. Bairos	Submitted in Writing
6	Deferred / Old Business (Including Committee Reports)	Advisors	
7	New Business / Town Reports	Advisors	Legislative Activity
8	Public Comments & Adjournment	Guests	Motion by Marie Saddig Seconded by Steve Fuest

----- **MEETING MINUTES** -----

Description	
1	Meeting Preparation: Distribution of Insurance Packets: Marie Saddig (East Haven), Curt Huizenga (Wallingford), Steve Fuest (Madison), Jeff Lincoln (Guilford). Others to be mailed. Minutes, Treasurer Report and the advisor reference list are also distributed. Welcome to the Madison station extended from Steve Fuest.
2	Mail included \$25.25 check from igive. 2 inquiries specific to programming regarding May 8 th changes. Official Notice of changes from Comcast and official binder from the insurance company received as correspondence in addition to

	routine council correspondence like Bank Statements. Chairman follow-up in person at North Branford Customer Service office on Digital Starter Notice. See Comcast Report.
3	John Bairos makes one revision to the April 07 Minutes: Item #5 moved from Comcast Report to Branford Town report. No other amendments or revisions. Motion to accept April 07 Minutes made by Pete. Seconded by Jeff. Abstention from Steve. no oppositions.
4	Treasurer Pete Garofalo reviewed details the changes to the monthly report which are designed to make it easier to read, per a previous request from Advisors. Income for Insurance added by Town. Repayment of loan will be in 2 installments based on the status of PEG billing – payment. Noted in discussion \$500 for Annual Meeting will be expended in August for Sept. Meeting in Hartford. No other major expenses anticipated at this time. Motion to accept the treasure’s report by Steve Fuest, seconded by Marie Saddig. No abstentions or oppositions.
5	John Bairos distributes the Comcast report in writing with copies of web pages mentioned herein. <u>Community Relations</u> : An annual scholarship to high school seniors: report includes the list of 6 Branford scholars who will be given the \$1000 grant. Advisors are invited to attend the daytime award ceremony in Hartford.. <u>Community access</u> : New rate per subscriber (\$6.86) taking place. Effective retroactively. True-up for Pegs expected in next quarterly check. <u>Consumer Services</u> : Website for Branford franchise created due to the May changes: www.channelupdates.com , along with a mailing - brochure containing this information and describing how to reset parental controls and programmed channels. CACSCC experience: One advisor assisted parents with change. There was a bill error which was corrected. Discussion on the surprise \$1.99 one-time service charge which appears on customers’ bills after they are told the new service is free. No. Branford Customer Service. Courteous. Quick. Free water for customers – nice touch for summer. Also box behaved differently the 1 st 48 hours. This was confusing. The cable changer device is complex enough to require some focused attention to understand its use.
6	a. Insurance Follow-up. Distribution in process effective with meeting. Documents recently rec’d from Insurance agent b. See Classic Arts Next Step. c. IPTV (from ATT&T), Marketing and Community Access: IPTV now available in some communities as a competitor to Comcast. Satellite TV offered where IPTV is not available. Marketing is not clear about source of TV. ATT appears to be approaching some PEGS about costs for providing PEG via IPTV and subscriber payment. This is premature given HB7182 status. General dissatisfaction with ‘competitive video landscape’ fairness expressed.
7	<u>Town Reports</u> : East Haven (Marie Saddig): New cameras and a new curtain system were purchased. Currently in process of separating new and old systems. Memorial Day parade will be broadcast live on ETV. An honoraryscholarship fund was established and is in progress of being worked on with an accountant, to be awarded to a senior entering the field of communications. Madison (Steve Fuest): New tapes and a new schedule have been established. A new controller is also being purchased. MCT also has a high school student working as an intern. Guilford (Jeff Lincoln): Technology is currently being updated, and the GTV is planning to establish a station at the library once it is finished. Wallingford (Susan Huizenga): There is currently no lease for WPAA station; renting moth-to-month. A letter was received from Landlord offering a very low annual rent which was accepted by WPAA in writing However, lease has not been received but an attorney called so there is no clarity about longterm lease at this time. Susan Huizenga confirmed the June meeting which will be held at WPAA, Wallingford. <u>Nominating Committee Report Update from John& Ken</u> : Retain the positions of Susan Huizenga and Pete Garofalo (as Chairman and Treasurer), and fill the Secretary/V.P position with Jeff Lincoln. This slate will be on Agenda for Annual Meeting in June. <u>Legislative Update</u> : Recent State and Congressional legislative activity regarding cable and community access, and summary of recent bills distributed. Focused discussion on CT HB7182, 7179 both progressing thru committee process with little opposition or revision. Advisors are invited to utilize the CACSCC website in order to keep up-to-date on these issues, and to email Chairman Huizenga with any formal statements they would like to see drafted into a letter.
8	No public comments. Adjourn at 8:24 by Marie Saddig and seconded by Steve Fuest. Those who have not seen the MCT station are invited to explore the facility.

----- NEXT STEPS / ACTION ITEMS -----

	Description	Assigned To	Due Date
1	Review the Classic Arts programming to provide schedule updates to Comcast with Summer schedule in mind,	All participating advisors.	June Mtg
2	North Branford, Branford, and North Haven insurance packets	Chairman	ASAP
3	e-INVOICE to PEGS for Insurance. An official invoice (containing the word “invoice”) required esp. for Madison.	Treasurer	ASAP
4	Customer correspondence to Comcast	Chairman	w/in week
5	Advisors whose terms are ending in 2006 need to review their status & commitment with appointing agency: Ken Donadio, Joanne Wentworth, Steven Fuest, Carolyn Spetland	Advisors listed	July Meeting