



Draft Meeting Minutes for May 26, 2005
Madison, CT

Present:

Branford	Marvin Zimmerman, Pat McGlashan, Billye Bradley (BOE)
East Haven	
Guilford	Pete Garafolo, Jeff Lincoln
Madison	Abigail White
North Haven	Iris David
North Branford	Nancy Lappie, Mary Bigelow
Wallingford	Susan Huizenga
Library	Ken Donadio
COMCAST	John Bairos
Regrets:	John Elliot, Marie Saddig, Robert Becker, Steve Fuest
Guests:	Curt Huizenga, Joe Tenzar was on premise as member of Madison TV

I. Call to order. Chairman Huizenga called the meeting to order at 7:10PM 5 Towns, 9 Members.

II. Minutes Action: Chairman Huizenga asked that the Minutes of the April 2005 Meeting be reviewed for acceptance and P.Garafolo called the motion to accept. The motion carried. J.Lincoln, N.Lappie, and M.Bigelow abstained.

III. Public Comments None

IV. Town Reports.

Branford. M. Zimmerman reporting.

Customer issues: none reported directly to Branford Advisors

PEG activities: Things are going well with the new station manager and they have recently purchased new camera equipment. Per inquiry regarding qualifications of staff from N. Lappie and discussion of pay rate the following was shared: Retired individual with some engineering background. The position is a 20 hour weekly position at the rate of \$20.00 an hour with hopes of it becoming a full time position at a later date.

Legislative watch consumer advocacy activities reported as follows: M.Zimmerman wrote letters, on behalf of the Branford PEGs board, to various local officials regarding CT-N and their attempt to take over a spot on local PEG programming. Their local representative contacted M.Zimmerman and made him aware of the progress as unlikely to have further legislative action this session.

BOE Updates: not available

East Haven:

Customer issues:

PEG activities: Call with regrets about attendance from new staff person, Victoria.

BOE Updates:

Guilford. J.Lincoln reporting.

Customer issues: none reported directly to Guilford Advisors

PEG Activities: The router policy has been discussed but not adopted as of yet. They are adopting a “Back to the People” movement to encourage more involvement. They are working on making the technology more accessible (purchasing easier to use cameras and editing equipment.)

A.White inquired as to the possibility of increasing hours residents can access GTV as she has received inquires in Madison from residents who have difficulty accessing the station in Guilford due to limited hours. J. Lincoln agreed to take this back to Guilford PEG for action. Per A.White Madison recognizes the 7Town affiliation and has provided services to Guilford residents. Appreciation was expressed for that Madison management policy by Chairman Huizenga.
BOE Updates: not available

Madison. A. White reporting.

Customer issues: Two customers have inquired as to ‘closed captioning’ availability and they were referred to Comcast. Discussion: Consensus among attendees was that this is a function of the Television Set settings. A.White indicated she would look into this and hoped that Comcast was able to assist customers she referred.

PEG activities: A Pinnacle computer editing system has been loaned to the Brown Middle School and the students are using their own camera equipment. Feedback: Most software for editing can be purchased at a student rate and be licensed for up to 10 computers. The educational purchase should be considered for further school/community access initiatives. Madison TV plans to host a lighting workshop –open to all PEGS in near future. Feedback: Lowell Lighting did provide an overview at WPAA about 2 years ago as a free service and it was very helpful.

BOE Updates: not available

North Branford. M.Bigelow reporting.

Customer issues: Concerns raised about out-of-date messages on PEG Bulletin Board, issues with requests for training (no timeline confirmed – could have been as much as 2 years ago)

PEG activities: Four members were said to be added to the Totoket TV Board of Directors. Minutes of these proceedings to be available at next PEG Board Meeting. They are working on increasing the level of professionalism at Totoket TV as it is currently very loosely organized.

They (dues paying members/CACSCC Advisors) are looking for a membership list and copy of bylaws and financial report. No meetings have taken place for the past several months.

Discussion: Chairman Huizenga questioned if the PEG election was in compliance with by-laws which may have specific membership or prior participation requirement for Board Membership. Chairman Huizenga indicated an interest in the minutes of the meeting and indicated she would do some follow-up on documents in the public record. She recommended that the report filed with the DPUC is acquired to have a baseline to benchmark improvements. Chairman Huizenga asked if the Advisors were taking any action on there other specific obligations to inform the school system of the Internet services available as well as Classic Arts in response to inquiries from the schools about funds from PEG. Inquiries about inventories established that there are 2 inventory documents. The station inventory included in Annual DPUC Report and the ATT Dissolution Inventory.

BOE Updates: S.Huizenga advised that Anita Ward said to be appointed several months or years back is no longer a member of the Council as she has not met the attendance requirements as required by state statute. Also, there is no recent formal notice of her appointment on file.

Wallingford. S. Huizenga reporting.

Customer issues: none reported directly to Wallingford Advisors

PEG activities: Equipment Update: WPAA has acquired 2 more GL2 cameras (for same reasons as expressed by Guilford’s back to the people campaign) and updated their portable field package. Based on attendance at ACM-NE conference using CACSCC Membership, WPAA is a beta site for program Community Access Program bicycling using Mpeg and server technology.

IBM is underwriting initiative being done by volunteers in Cambridge, MA WPAA will also be the host site for next month's CACSCC Annual Meeting for new date of June 30th
C.Huizenga attended the ACM as a Wallingford representative materials he has acquired for sharing is Roles & Responsibilities of Boards of Directors. It will be provided for Web site updates at 7TownTV. WPAA has reviewed router policy and has recommended expanded shared hours from 2-6AM. Also seeing a lot of CT-N on our Channel 20.
BOE Updates: not available

V. Officers' Reports.

Chairman: See attached.

Treasurer: Report was sent out earlier this week. Motion to accept.
J.Lincoln moved to accept, A.White seconded. Motion carried unanimously.

VI. Committee Reports.

Nominating Committee: Committee has not met. Requested By-laws and current list of eligible members. Committee was referred to the CACSCC public records available on Web Site. Only change is Iris Davis attendance puts her in non-compliance. Most current list of phone numbers will be sent to M.Bigelow. Responsibilities of officers is also available on the Web site as it is in the By-laws.

Insurance Committee: Note was received from B. Van Weide that committee was making good progress and have received a quote from a company for broadcaster's and board of directors E o C. They anticipate a an annual savings of \$1,000 per town is possible. He intended to provide an update this evening and follow-up with materials acquired at ACM-NE by Chairman Huizenga.

VII. COMCAST Report. John Bairos Reporting:

Channel realignment process has been pushed back about a month and 30 day notice will be given to all subscribers. Comcast is participating in Branford Schools Touch a Truck program. They are participating in a national program on keeping children safe on the internet. They have rolled out Digital Voice in Connecticut.

VIII. Correspondence: See attached.

IX. Old Business

When reviewing Old Business, J.Bairos reported there may be an announcement from the state legislature regarding CT-N in the near future.

X. New Business –No action

XI. Adjournment. A.White made a motion to adjourn this evenings meeting. The motion was seconded by P.Garafolo and unanimously carried. The meeting adjourned at 8:26 p.m.

Respectfully submitted:
Carolyn Spetland