



Meeting Minutes for April 22, 2004
North Branford Public Cable Access – TOTOKET TV

Present:

Branford	Marvin Zimmerman, John Elliott, Pat McGlashan, Billye Bradley (BOE)
East Haven	Marie Saddig, Robert Becker
Guilford	Dennis Dostert
Madison	Abigail White
North Haven	Pat Schiller(BOE),
North Branford	Nancy Lappie
Wallingford	Susan Huizenga
Library	Ken Donadio
COMCAST	John Barios
Regrets:	Lou Pacelli, Pete Garafolo, Russ Styles, Steve Fuest, Jeff Lincoln, Iris David
Guests:	Curt Huizenga

I. Call to order. Chairman Huizenga called the meeting to order at 7:10 pm

II. Minutes Action: Chairman Huizenga asked that the Minutes of the Marches Meeting be reviewed for correction with action to accept at next months meeting due to delay in getting copy for review and extensive absence of attendees of prior meeting.

III. Public Comments None

IV. Town Reports.

Branford. M. Zimmerman (3)

Customer issues: Confirmed that discount for cable is identified as Senior Basic Cable per review of customer bill to self.

PEG activities: Town of Branford Approved the Lease & Comcast did technical review of new PEG location which is 40 Kirkham St. Lower level (previously VNA Building)

BOE Updates: Minutes of this meeting provided to Superintendent. Next Step is to keep the individual that administers the Channel (Middle School) in the loop esp. on Downlink developments.

East Haven. Marie Saddig reporting. (2)

Customer issues: Clarification that inquiry about handicap access in last months correspondence was fact-finding in nature for the Lease renewal process.

PEG activities: Lease renewal underway.

BOE Updates: Ongoing discussions. Intend to bring Satellite discussion back for comment & to determine a contact.

Guilford. No members present.

Madison. A. White reporting. (1)

Customer issues: Several Seniors called about the Hearing and Discount issue to express interest in the discussion and get information on what is available.

PEG activities: Intern from H.S. to be added to staff in summer. Weekly News program to start soon sound studio under construction. A.White to be transition off PEG Board.

BOE Updates:

North Branford. N. Lappie reporting (4)

Customer issues: Democratic Party Rep appointed per action of the Town Council this month.

More information on CAC appointment is to follow.

PEG activities: Requested clarification on who can put information in local paper seeking PEG Channel volunteers, potential Board Members. Etc. Advisors can do this. Interest is being shown by some members of education community in PEG funding.

BOE Updates: Advisor to be appointed soon.

North Haven. No Members Present

Wallingford. S. Huizenga reporting.

Customer issues: Follow-up about public hearing with concerns about losing discount and fear of talking in public forums. Customer story (Middlesex Comcast) regarding 'special discount to non-seniors for extended basic provided for unsubstantiated claim of hardship which put the Senior Discount into yet another questionable perspective. Details not shared due to customer concern that deal would be discontinued.

PEG activities: Provided copy of Policy & Procedures from SEATTLE TV to Board as additional model for underwriting.

BOE Updates: Meet with BOE Member on the need for an appointment and the proposed downlink access to CableArts Network.

V. Officers' Reports.

Chairman: 1) Invitation to lunch from COMCAST extended with nod from J. Barios to 2 other members if schedules can accommodate for a date in May or June. (Marvin & Marie designated. **S. Huizenga to follow-up of date options.**) 2) Rate 'hate mail' from members already corresponding with company is not always forwarded as follow-up could be inflammatory. 3) Website updated for Location change. 3) Recording Secretary change. C. Spetland who did the Public Hearing minutes will be our Recording Secretary.

Vice Chair: 1. Requested clarification from COMCAST on the availability of Student Scholarships "Leadership & Achievers" in our franchise. 17 CT students received award administered out of Philadelphia. Application process is annual between Jan.20 – March 16th. Previously, Ed Rep notified Advisors of this annual process. Restoring notification to the council advised. 2. Kelly Gilbert, Sec. Tech Committee contacted A.White regarding not getting our minutes. **A.White to pursue e-address to be added to CACSCC Address List at Juno.com and forwarded to S.Huizenga** 3. Shared item on FCC expectations that Broadcasters will further meet their 'Public Interest' obligations with Broadband/digital capacity changes. Discussion: It is unclear how this will impact cable which is a carrier of Broadcast and have their own 'public interest obligations a.k.a. Universal Services.

Treasurer: Reviewed Report submitted by Pete. S. Huizenga made clarification on Meeting expense for Public Hearings minutes and expenses for web including e-mail boxes. Motion to accept by A.White Seconded by Marvin. Unanimously carried.

Secretary: Not present.

VI. Committee Reports.

Insurance Committee: Wallingford & East Haven information incomplete. **A.White to pursue Wallingford Report mailed to J. Lincoln. Marie Saddig will get copy of Insurance manifest & get to Joe Bishop per contact info to be provided by A.White.**

Education Committee: No Meetings. S. Huizenga reported that the downlink recommendation is ClassicArtsTV because it was the only 24/7 downlink with varied programming and it had potential for broadest appeal. Awaiting specification Manual from COMCAST on router/switcher to make technical skills assessment needed for coordinator. Proposal to get installation in place before school is out such that designated times for local programming will be determined to ease us into the coordination. Based on this volunteer support a plan for more extensive coordination can be explored. S.Huizenga to follow-up with P.Schiller & then again to company on the next steps which per J.Barios may include a sit down with G. Geiger. Discussion: Why isn't Comcast staffing the switcher & coordination.

PEG Committee: No Meetings.

Outreach Committee: No Meetings. Business Card for advisors with e-mail & PO box address identified as next initiative to promulgate the E-addresses. **Advisors agreed to starting with about 20 cards each with our logo such that plain card stock & ink supplies would be the reimbursable expense. A few magnet cards to be made as well and I give reference.** Advisors are interested in development of Op-ed and more video programs understanding that this would require volunteering from Advisors. Discussion tabled

VII. COMCAST Report. John Barios Reporting:

Additional Digital Channels (CPTV2-121, CTN 130 STARZKid- 130), FCC Rate/tax change of 1cent to be applied to May bills, Effective April 13th the Parental Controls Policy & Hotline 1-866-781-1888. Five of the 21 cases are still pending resolution. Formal documentation an procedure is still actively being reviewed by J.Barios with R. Lane. More clarification to come. Possible lunch discussion item.

VIII. Correspondence: Letter introducing J. Barios as new Comcast Manager from K. Roberts. Quarterly stats with no substantial fluctuation in subscribers, DPUC CPI Increase mailing, a few rate complaints.

IX. Old Business.

Public Hearing: Discussion that while representation of community was light In part due to evening hours (Madison & E. haven) and bad weather that testimony did substantiate confusion, expectations of what senior discount means to seniors and general sense of 'insult', antagonism, complication & frustration. More fact-finding will be pursued on one-to-one basis with survey – possibly at senior residences because as it was not our intent to merely get a correction to the language it is now evident that relocation procedures and other administration of process need further review. **S. Huizenga welcomes any comments on the minutes from hearing (distributed). Draft Survey questions to be circulated for comment as well (after May 1st)**

X. New Business –

Annual Meeting: N.Lappie is in charge of food arrangements with expenses not to exceed \$300. Speaker to be pursued by S. Huizenga with honorarium not to exceed \$500 such that FCC activities is the topic and if possible ‘public interest obligations’ the focus. Motion to accept planning criteria by A.White Seconded by Marvin. Unanimously carried.

Budget Committee: J. Elliott will work with P. Garafolo on a Budget for Annual Meeting.

Nominating Committee: Chair will be Marie Saddig who will initiate process with cal to all officers to establish interest in continuing.

Next Meeting: Madison. Directions on original meeting notice are correct.

XI. Adjournment. K. Donadio made a motion to adjourn this evenings meeting. The motion was seconded by A.White and unanimously carried. The meeting adjourned at 8:45 p.m.

Respectfully submitted:

S. Huizenga