



Meeting Minutes for October 28,2004  
NHTV

**Present:**

Branford	Marvin Zimmerman, Billye Bradley (BOE)
East Haven	Marie Saddig, <del>Lou Paelli</del> , Robert Becker
Guilford	Pete Garafolo, Jeff Lincoln
Madison	Steve Fuest, Abigail White
North Haven	<del>Pat Schiller(BOE)</del>
North Branford	Mary Bigelow (newly appointed-welcome)
Wallingford	Susan Huizenga, Russ Styles
Library	Ken Donadio
COMCAST	John Bairos
Regrets:	John Elliott, Pat McGlashan, Nancy Lappie, Iris David
Guests:	Jamie Greenhouse, Walter Mann, Maureen Witkowski, Ed Lamb, Chairperson Wentworth

**I. Call to order.** Chairman Huizenga called the meeting to order at 7:08 pm

**II. Minutes Action** Chairman Huizenga asked that the Minutes of the August Meeting be reviewed for acceptance and called the motion to accept. A motion was made by Russ Styles to remove the mention of the change in station manager from the August minutes. Steve Fuest seconded. Motion carried.

Chairman Huizenga asked that the Minutes of the July Meeting be reviewed for acceptance and called the motion to accept. Motion carried.

**III. Public Comments**

Welcome to NHTV by Walter Mann.

**IV. Town Reports.**

Branford. M. Zimmerman reporting.

Customer issues: none reported

PEG activities: The studio move to the new facility has taken place. Problems continue with the heating/cooling system but progress continues to be made. Branford representatives visited Wallingford this month. There is a hum on Channels 19 and 20 that can be heard behind the bulletin board which seems to be a technical broadcast issue and Comcast will be notified.

BOE Updates: none reported

East Haven. Marie Saddig/Maureen Witkowski reporting.

Customer issues: Customer issue has been addressed by the company. A customer was also referred to the Fair Use Act regarding a program which has copyrights. The station has investigated the Fair Use Act.

PEG activities: Open house at the studio took place earlier this month. Columbus Day Parade was taped live. There has been a lot of new interest by the public.

BOE Updates: Channel 19 continues to have difficulty with the coordinator. There is no program log being kept again this year as has been a problem in the past. The situation has been deteriorating in terms of the operation of the channel. It is not being used as a town-wide education channel, it is being utilized as a tool of the high school. Multiple meetings have taken place over the past two or three years in an attempt to solve these problems. East Haven TV is investigating the procedure for relocating the channel from the high school to ETV.

Guilford. J.Lincoln reporting.

Customer issues: none reported

PEG Activities: It is a heavy political season in terms of programming. To provide feedback to ETV, GCTV has all three modulators in the same room and it works well.

BOE Updates: none reported

Madison. A. White reporting.

Customer issues: none reported

PEG activities: Two candidates have very sophisticated videos produced for use on MTV. Some parts of these videos are being used on commercial TV and the station is questioning at what point these videos might cross the line to being commercial. The Secretary of State's office is also an alternate source. A new DVD deck and a new DVD recorder have been obtained. They are looking to purchase a multi CD player as an optional source of background music. Steve Fuest has been designated as their router person. Madison has in their bylaws the recognition of a seven town franchise area for eligibility to submit programs for broadcast on Madison's P, E, and G channels. They continue to broadcast the high school football games.

BOE Updates: There is a new coordinator for Channel 19, Luke Arsenault. Channel 19 will still be moving to the studio. A group has been put together by the Rotary Club that will be learning programming and editing.

North Branford. Chairman Huizenga reporting.

Customer issues: none reported

PEG activities: The Board of Directors is having difficulties and DPUC has been called in and they are in discussions. An extension to Nov. 15, 2004 has been granted by the DPUC to file their 2003 report by intercession of CACSCC. There are a number of issues outstanding, due in part to items previously handled by D.Guyer. [Note: passed away during year-end reporting period]. On August 5, 2004 Mary Bigelow joined as a representative from North Branford.

BOE Updates: none reported

North Haven. Walt Mann reporting.

Customer issues: Two customers have complained regarding deletion of WPIX 11 in New York.

PEG activities: Some satellite programming is picked up from Pentagon, NASA, and Arts. The 87<sup>th</sup> district debate was broadcast here. Live election coverage will take place. Two motions were passed by the Board: first adopting its own policy with relation to North Haven's usage of the router and second regarding interest on the PEG accounts and disbursement of these funds.

Letters were provided to the Council.

BOE Updates: To provide feedback to ETV, a good relationship continues with the NHMS media center which manages the Education channel.

Wallingford. S. Huizenga reporting.

Customer issues: Cable outages were reported by several customers where a basic channel was going blue for several minutes – it self corrected.

PEG activities: The Record Journal has covered some WPAA local producers and their programs. An inquiry was forwarded to Jeff Lincoln regarding status of umbrella insurance research. WPAA participated in Celebrate Wallingford. WPAA's Willy Wonka themed PSA was submitted to the Northeast Alliance Video Festival and it took first prize. WPAA Board members plan to attend festival Nov.5<sup>th</sup> in Cambridge and accept the award.

BOE Updates: The superintendent and the mayor participated in a program produced by Diversity Council which aired on Channel 18. Superintendent was reminded of CACSCC BOE vacancy.

Library. K. Donadio reported

Status of Branford Library site review: In process. Comcast is being responsive. A construction committee went out today to give an estimate on getting internet access for the library.

#### **V. Officers' Reports.**

Chairman: The website has been relocated to lunarpages.com. Even with need to relocate we are within approved spending for functionality approved. There is a chairman's log now on the site. Correspondence and action is located on this section. It can be referenced there in the minutes in the future. The forum, approved at the Annual Meeting, is now on the site. Our **7TownTV.org** website won first place in the Northeast Alliance Video Festival. The fee being paid is \$9.00 per month and includes the forums and 100 email addresses. S.Huizenga is still working on the email functionality: e-address and logon will be distributed to Advisors. **Advisors asked to test autoreply to their name on About Us Advisor List on the site and confirm status.** A DPUC email site has been set up for email received from them. CACSCC meeting space in **North Branford** has been confirmed for November and December. There is also a request for them **to review the dates for 2005 and confirm ASAP.** A.White motioned that we meet in November. J.Lincoln seconded. Motion carried unanimously. A.White motioned we continue process of having site visits for the monthly visits. Motion carried unanimously. A.White motioned we cancel the December meeting. K.Donadio seconded. Motion carried unanimously. **A proposed meeting schedule following this year's schedule will be sent out and added to 7TownTV.org Web site.**

Vice Chair: Open position

Treasurer: See Distribution.

Secretary: No report

#### **VI. Committee Reports.**

Insurance Committee: A portion of East Haven's materials are outstanding. **ETV to get to A. White immediately.** They need to send the insurance manifest pages. The same insurance agent will continue to be used.

Library Committee

**VII. COMCAST Report.** John Barrios Reporting: An inventory of all the PEGS provided with DCTs is being compiled and a policy is being worked on. NHTV is using their DCT with Comcast permission. Wallingford video quality is good leaving the head end. If North Branford has a problem with one of their channels they need to contact Comcast.

Next steps per Madison Report: **J.Bairos will send some guidelines to all council members regarding political programming.**

Next steps per North Branford Report: Comcast will be looking into some of the issues raised at the request of the DPUC.

**VIII. Correspondence from Sept/Oct:** Docket 041010 was received from the DPUC regarding rates. Follow-up email to be prepared by Chairman Huizenga. Correspondence was received from Tony Speller regarding billing error charges in some of the franchise areas. This has been corrected by the company. Docket 030307 was received, every company that uses telephone poles has filed briefs and testified regarding use of telephone poles in all towns in the state. The last page of a customer's bill was received by the Council and was given to J.Bairos. Communications from the DPUC has been received regarding Adelphi. An update on channel lineups was received. College Sports TV has been added. The NFL Network Simulcast was announced. This lineup change was not received electronically. The revised annual reporting requirements for Advisory Councils was received. S.Huizenga and P.Garafolo will work on Annual Report with calendar year financial statement. Correspondence was received from CTN thanking Council for helping to broadcast hearings during impeachment process.

**IX. Old Business.**

Router Policy: No comments were received from the advisors prior to this meeting. J.Lincoln moved that we send the draft document to the seven towns for comments with an amendment to change the proposed deployment date to March 1, 2005 and comments to be received by November 18, 2004. The letter from NHTV regarding their router use policy was distributed. The router use policy adopted by NHTV was also distributed. Chairman Huizenga commented that we are not behind in the timeline in any way, and the Council has just amended the timeline to be February 1, 2005. R. Styles seconded the motion. Motion carried. 9 yeas, 0 nays, 2 abstentions.

**X. New Business –**

Letter from NHTV regarding disbursement of embezzled funds: A. White moved that this be put on the agenda for the November meeting under old business. R. Styles seconded. Motion carried unanimously.

**XI. Adjournment.** M. Zimmerman made a motion to adjourn this evenings meeting. The motion was seconded by everyone and unanimously carried. The meeting adjourned at 9:25 p.m.

Respectfully submitted:  
Carolyn Spetland

-- as amended in review at November 18,2004 meeting