



Date: **03/25/10**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **No Branford Town Hall**  
 Call to Order **7:03 PM** Adjourn **9:30 PM Motioned by Joel**  
**Seconded by Mark**  
 Roll Call **6 towns/entities, represented by 10 Members** [Quorum Metrics: 4 Towns, 7 Members]

#	Attendees	Town	✓	#	Attendees	Area	✓
1	John Elliott	Branford	✓			North Haven	
	Peter Hugret	Branford	R	4	Mark Minotti	North Haven	✓
	Pete Lombard ***	Branford	N			North Haven	
	Chad Roy	Branford BOE	R			North Haven BOE	
	Marie Saddig	East Haven	R	5	Mary Bigelow	North Branford	✓
2	Bill Golambiski (aka) Bill Biski	East Haven	✓	6	Joseph Tenczar	North Branford BOE	✓
	Frances Foley	East Haven	R	7	Joanne Wentworth	North Branford	✓
		East Haven BOE		8	Susan Huizenga	Wallingford	✓
3	Joel Parker	Guilford	✓	9	Tom Smith	Wallingford -library	✓
	Pete Garofalo	Guilford	R	10	Tom Dacey	Wallingford	✓
		Guilford			Not represented/actively being pursued with Superintendent	Wallingford BOE	
		Guilford BOE			North Haven	Janet Betta –	G
	Not represented/actively being pursued with Selectman	Madison			Madison	Steve Fuest-	G
	Amanda Mammele (pending confirmation)	Madison			North Haven	Dan Morris	G
		Madison BOE			North Branford	Richard Bigelow	G
	John Bairos	Company-COMCAST	✓		North Haven	Walter Mann	G

Legend: ✓ attend, R regrets, N No Status, P proxy provided, G Guest  
 Note: Green text shows new members after 60/40 filing. Gray text shows guests  
 \*\*\* No longer eligible to serve per bylaws rules on attendance and notice.

----- Agenda Topics -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	welcome new members
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Review Minutes Format & Process
4	Executive Committee Report	S.H.	Advisor List Updates, ACM Membership, SVC Update
5	Comcast Report	J. Bairos	Update on CAC Correspondence, Customer Issue, Market update, status of site survey requests
6	Deferred / Old Business (Including Committee Reports)	Advisors	Motion to handle New Business 1 <sup>st</sup> , Next Steps
7	New Business / Town Reports	Advisors	60/40 Docket 10-03-02
8	Public Comments & Adjournment		Motion by xx Seconded by xx

----- MEETING MINUTES -----

Description	
1	Roll Call / Welcome/Public Comments a. R. Bigelow of North Branford – Nearly complete with town government video installation in chambers. Getting Town Hall Cable Ready to be more cable ready – waiting for 4 cables in mail, will take half hour to hook up- live or not? That's a 'sticky situation' – getting some help from high school students – believes that they'll be streaming b. S. Fuest – Gave John Bairos & CACSCC Madison's 2009 DPUC Report. Hoped to get hard-copy of insurance bill. c. J. Betta of North Haven – just observing d. D. Morris of North Haven – just observing e. W. Mann of North Haven – no comment; just observing

2	<p>Log of Correspondence</p> <ul style="list-style-type: none"> <li>a. Bank Statements – Guilford Bank</li> <li>b. Annual Reports received– GCTV, BCTV, NHTV</li> <li>c. Annual reports still due – Madison, Totoket, WPAA</li> <li>d. GCTV Update on policies</li> <li>e. Producer Response to GCTV Policy – and CACSCC Reply</li> <li>f. CACSCC Comments to Energy Technology on Raised Bill 5509 - Repairing PA 07-253</li> <li>g. Announcement of DPUC Docket 10-03-02 Modify Access Funding Formulae – initiated by letter from WPAA regarding cable subscriber payments –copy of WPAA Resolution</li> <li>h. ACM Membership renewal &amp; Conference notices – covers PEG – just expanded to cover some public festivals in their program – all information available on the ACM website – national conference in Philly, PA in July -</li> <li>i. Comcast – closure on 2 referred cases.</li> <li>j. Comcast change in program &amp; rates</li> <li>k. FOI Info for Branford Case</li> <li>l. Comcast billing complaint – Branford, CT –</li> <li>m. M. Minotti – contacted about sports channels – people want to know about TCM incorporated with huge sports channel &amp; why they have to be charged extra</li> <li>n. T. Dacey – Receiving same complains, mostly from seniors – wondering why they are 'forced' to get the sports channels – just want the channels they want to see</li> <li>o. J. Wentworth – has the same complaint personally, but no community complaints</li> <li>p. New appointment letters for 3 new advisors hand delivered tonight for – J.W., M.M., J.T.</li> </ul>
3	<p>Minutes: Distribution is via Website. One correction to draft. Minutes posted within a week of meeting, The format is the same every time and includes agenda. The business rules in place -each advisor prints their own copy of the minutes &amp; bring to meetings to contribute to budget. Chairman Huizenga went through the basics of the minute format. The council can motion to change business rule is this is a hardship for anyone or outcome of a motion. Minutes available for consideration are as corrected by T.D. T.D. affirmed correction was correct. Additional correction cited by J. Bairos a. correction to page 4 – section 5 – item F – insert the word 'DPUC rejected Wallingford's motion'</p>
4	<p>Executive Report:</p> <ul style="list-style-type: none"> <li>a. Payable – ACM - budgeted amount – Chairman recalls amount to be \$1125. Absent any concern about ACM membership the motion to pay ACM Membership is affirmation of budget process. If approved Treasurer will be advised of payment next step</li> <li>b. SVC Update – logo use position reaffirmed; councils and PEGS are not authorized to use company logo on websites or in printed matter. Action on bills – support for 5509 Sec 1 &amp; 2 -5363 with comments. SVC had elections.</li> <li>c. Advisor List – distributed and asked for all to double check and email Chairman Huizenga with any changes; noted that the information is only internal and is not a public document (Secretary section of the report)</li> </ul>
5	<p>COMCAST REPORT</p> <ul style="list-style-type: none"> <li>a. PEG operations – GCTV and WPAA had requested relocation quotes – 7 quotes for Guilford (all different) – have not heard a response from GCTV – WPAA put in a PEGPETIA and responded to quote with time specified; Guildford's J. P. said that they have not come to a final decision about relocation yet; Chairman Huizenga acknowledges that Comcast is going above and beyond by giving 7 quotes – not technically necessary to give that many; Comcast will survey and do another quote if Guilford asks, but John says that it will cost Comcast money – wants to make sure that he wasn't missing anything</li> <li>b. Madison TV complied with inquiry from DPUC for reports with tonight's hand-delivered report. Madison sent theirs in on 3/25/10 to DPUC. Other statuses: T.D. said that WPAA President reported that report is almost done. He called DPUC and left voicemail request for extension. Totoket – Guest R.B. asked to comment. Reply: the treasurer is the person to write these things and he has been unable to complete the work, will do whatever is necessary to get it in, but believes he'll have to ask for an extension. Chairman commented that request for extensions should include target completion dates.</li> <li>c. Docket 10.03.02 – created by DPUC concurrent with review of annual increase of subscriber fees which is typically CPI. WPAA submitted a request to modify the Branford franchise formulae which has a unique funding method – split 60/40. Responses due April 2<sup>nd</sup> Comcast is interested in council's intentions on this matter?</li> <li>d. Comcast Question and Answer/Action. M.M. – With the creation of Sport Tier popular channels TCM and Fox were included. Seniors interested in these channels but not sports. Can these be put in different non-sports package? REPLY: Other movie channels are in other tiers like Hallmark and Lifetime (senior oriented) This is a reoccurring report from customers. The packaging is tied to pricing. M.M. would like to see this be acted upon by Advisory Council. Chairman: Comcast will only act if signatures and letters come in on this topic. Council needs to provide forum on topics and get clear customer feedback to consider Comcast will act. Replies in 100s needed. Forum on 7towntv can be set up for this. Note: Forum was hacked last month. Bill to</li> </ul>

	<p>cover support will be submitted. More discussion on HDTV rate changes.</p> <ul style="list-style-type: none"> <li>e. Filing submitted to DPUC on 3/24/10 on schedule of rates and charges</li> <li>f. Price adjustment discussed at last meeting; new schedule of rates filed; some price decreases and increases included; Comcast has provided a customer guarantee involving \$20 credit on Comcast wrongdoing – commitment outlined in letter; DVR service charges have been cut in half from \$14.95 to \$7 – hi-def is only charged for a primary outlet, not for any secondary outlets; savings will be seen automatically after April 24, 2010; Overall price increase of less than 3%; customers can see some sort of a change (increase or decrease) depending on package and extras.</li> <li>g. J.P. asks if MSNBC can be offered in HiDef – Comcast will review and report back.</li> <li>h. 3D Television – first round of Masters Gold Tournament will be experiment</li> <li>i. T.D. – asked about Fox Business channel</li> <li>j. Guest S.F. question allowed by Chairman. Asked for explanation of Xfinity – new brand name for Comcast products – DPUC notified; bill inserts went to customers last month. Discussed at last months council meeting. Chairman suggested he see it like U-verse is to ATT.</li> </ul>
6	<p>Old Business/Review of Next Steps</p> <ul style="list-style-type: none"> <li>a. Motion to review Commercial Use after New Business.</li> <li>b. See updates on Next Steps. Several were carried forward.</li> </ul>
7a	<ul style="list-style-type: none"> <li>a. Annual meeting in June – education program – June 24, 2010. Recommended content be on Presentation Tips which can be of value to anyone but intended to be informative for producers and staff working PEG Bulletin Boards (sample of good and bad presentation can be provided by advisors for consideration of use by team developing program. How to make them better (i.e. how much information, colors, PowerPoints can be changed to jpeg, using them as b-roll; T.S. will be on committee. No others volunteered.</li> <li>b. Nominations committee established: J.E. (lead) &amp; B.B &amp; J.W. – no motion required; Committee will present slate month prior to Annual Meeting in June. Question about WPAA readiness for Annual meeting due to relocation activity was answered – to early to say.</li> <li>c. 60/40 docket – JW asked to discuss opposition to WPAA 60/40 docket. J.W. suggested that Chairman should not vote because the docket was submitted on behalf of WPAA by a relative. Argued that formulae should be disputed; because it adversely impacts operating budget of 4 towns and benefits one. M.B. asked to read WPAA resolution to bring all in attendance up-to-date. Discussion required several calls to order and requests for civility. Chairman asked for review of points made in resolution. J.P. expressed this was not needed. Alternative process was to have each advisor comment. M.M. asked a guest to comment. Determined to be out of order. Chairman suggested that if his questions could not be answered by an Advisor that it would be considered. M.M. wanted to know how the grants worked for North Haven and wants to know how specifics of PEGPETIA. Chairman responds by saying that the criteria is capital expenditures. The process is documented on DPUC website. It is quarterly and open to any and every PEG and Producer, even this advisory council should it be desired. Guest put in form of question to chairman the following: Is the Chairman going to report the truth to Council that PEGPETIA has been completely wiped clean and funds are nonexistent. Chairman replied that she will report that PEGPETIA rate of funding is decreasing but that there is no sunset provision on funds. That DPUC suggest applications continue to be submitted. That yes in these economic times the Governor had 2 transfers made from Acct exceeding 2 million dollars. That all towns in franchise were aware of funds for past 2 years. Grant activity is posted on 7TownTV.org. Not all towns applied. As to challenge about eligibility to vote M.M. suggested that Chairman may swing vote based on her PEG affiliation. Chairman said that for the record as No. Branford Advisor she introduced original 60/40 concept. That as Wallingford Advisor he voted for 60/40 formulae during last refranchise and when council reaffirmed 60/40 with initiation of U-verse. She stated he preference for an informed versus political response to the docket by the council. Branford JE reported that BCTV discussed but took no formal action. BCTV would get more funds. Supported further discussion about a letter form council. MM feels that it should be looked at that some towns should be hurt while others gain. M.B. feels that everyone knows about smart growth – this is a precursor of when it comes in – moneys being shared between towns and allowing small towns to remain where they are. She stated that all PEGs should be involved in all three parts of Community access and suggested WPAA was not. J.T. reported that in 20 years as educator he has seen value in PEG and wanted company representative to here this. Acknowledge all local PEGS he has been associated with. Mentioned all but WPAA but said he lived in Wallingford. In summary stated concerned that smaller towns would be in jeopardy if 60/40 changed. BB agrees that smaller PEGS would be impacted. TD reported that he was WPAA Board member when resolution adopted and due to his recent public change to be a producer at NH it was suggested that he may have conflict of interest and felt strong armed into not voting so he accepted appointment with intent to vote against WPAA resolution. J.P. wanted to clarify what exactly the discussion is about – that it seemed most agrees..T.S. no longer present. JW. Read a letter she prepared for adoption. Kept asking for signing on by PEGS. There was confusion about the process being suggested. (see Motion) Joanne shared a letter that she had previously put together that she wanted sent to DPUC as CACSCC correspondence. Chairman asked for 2 corrections to letter. WPAA did not vote at any meeting only advisor representing towns vote. To be more accurate about PEGPETIA. Said did not exist and not a funding option.</li> </ul>

	<p>She agreed to modify. Process clarification again after vote. Chairman said all correspondence from CACSCC was from chairman to-date. Asked if there was a motion to change process. Concession to allow business to be handled normally. Draft letter will be provided in e copy to Chairman for signature and filing with DPUC. J.W. will distribute to PEGS and encourage them to submit under their signatures before April 2<sup>nd</sup>.</p> <p>d. There were more accusations about Chairman Huizenga's appointment status. See minutes from February 2010 meeting as to previous discussion. Last month after sending letter to Mayor Chairman Huizenga received the appointment letter of T.D. addressed to her not the council. This is subsequent affirmation of her status from appointing authority.</p> <p>e. Revisit SVAC discussion: Chairman Huizenga attends. Originally just AT&amp;T but now includes Cablevision. 6 meetings per year; if anyone is interested in representing the council, let Chairman Huizenga know. They meet at Four Points Sheraton in Meriden. All of state's cable councils have an appointee. Legislation action: 3 bills raised in Energy &amp; Technology committee (This committee handles most business that would be of interest to this council.). Council could entertain a motion to do the same that SVC did. No motion.</p>
8	<p>Public Comments: Steve – thanked and appreciated the council's agreement about 60/40 Next Meeting at Totoket TV</p>

----- MOTIONS / ACTION ITEMS -----

Business	Motion	By	Vote
Old	Motion to adopt February 2010 Minutes. – with amendment by John Bairos	Joel Parker 2 <sup>nd</sup> Tom Dacey	Unanimous (based on those present at the last meeting)
Old	ACM dues made and Pete to process before next meeting	John Elliot 2 <sup>nd</sup> Bill	Joanne Abstained
New	Changing order of New and Old Business	Bill 2 <sup>nd</sup> Joanne	Unanimous 10 members
New	The council will write a letter to the DPUC expressing they are opposed to the 60/40 change proposed by Wallingford and wish to maintain the 60/40 formulae	Joanne 2 <sup>nd</sup> Joseph	John Elliott Abstained; Chairman Huizenga Abstained ~~~ 15 members, 9 present for vote, 7 Yes, 2 Abstain
New	Education meeting will be about powerpoints and bulletins and how to make them better	Tom Dacey 2 <sup>nd</sup> by Minotti	Unanimous 9 members
New	Tabling the commercial use discussion until a later date	Joel 2 <sup>nd</sup> Joanne	Unanimous 10 members

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

	Description	Assigned To	Due Date
1	Local Advisors to remind PEGS that Annual Report was due 2.15.2010 and if they have not filed an extension should be requested based reported status. <b>Advisor Highlight items for website still pending from many.</b>	Joel – Guilford John- Branford Tom-Wallingford (Roger-Madison)	Incomplete
2	Put information on 7TownTV.org - East Haven's dvd duplicator is now available for producers. Producers must supply their own DVDs. 5 copies at a time. Information to be added to Resource Page 7TownTV.org	Chairman	Carry Forward
3	Details to be sent to Chairman regarding Branford's Open House for addition to 7TownTV.org Website	Pete Hugret	Confirmed flyer would be received.
4	Correspond with PEGS on outcome of motion New 09_02: Policy Admin_WPAA	Secretary Marie	Carry Forward

5	Correspond with PEGS about websites use of Comcast & SVC logo – forbidden. Further clarification pending from ATT	Secretary Marie	Carry Forward
6	Public Charities and non-profit filing guidance to be defined for PEGS	Secretary Marie	Carry Forward
7	Put link on homepage to new Viewer section of site. Include information on sponsoring programs. Advisors should know that there are the Internet downloadable shows available for local sponsor	Chairman	Next Week
8	Check to see if Mr. Gravino has been notified of status of his inquiry to GCTV in writing. If Yes can CACSCC get a copy? If pending can follow-up be done.	Joel	Joel says yes and that it was sent – asking Shannon to give a copy to the CACSCC
9	Council to learn more about FOI to reply to BCTV case submitter and get trained. Training to be videotaped and made available to all Towns as a Government Program	Fran	FOI info gathered by Fran. Letter pending
10	Mention to GCTV to watch the WPAA PEGPETIA Docket to see if the request for Return lines reimbursement gets approved.	Joel	ongoing
11	Outcome of Government credit discussion to Town of Branford such that all programs can credit Town of Branford as Producer.	Pete Hugret	ASAP
12	Outcome of 10_01: Government TV_BCTV – respond to Mr. Cooke.	Exec Committee/Frances Foley	After FOI Researched
13	Review remainder of Commercial use on website and be prepared for discussion of additional section. Submit any related findings or references that may be useful for documentation.	ALL	Before Next Meeting
14	Review Minutes for Accuracy & completeness. Submit changes if applicable to chairman@7Towntv.org.	ALL	Before Next Meeting
15	Review Contact info for accuracy & completeness. Submit changes if applicable to chairman@7Towntv.org.	ALL	Before Next Meeting
16	Writing a letter to the DPUC about the displeasure about the 60/40 docket	Joanne	
17	Sign and submit 60/40 letter to DPUC		By 4.2.08