



Date: **10/23/08**
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **North Haven TV**
 Call to Order **7:15 PM** Adjourn **8:45 PM Motioned by JE, Seconded by MS**
 Roll Call **4 Towns/entities represented by 7 members** [Quorum: 4 Towns, 7 Members]

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
		Branford				North Haven	
		Branford				North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	R			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	✓			Wallingford	
	Pete Garofalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Not Represented	Library	
	Not represented	Madison					
		Madison			Janet	NHTV	
		Madison BOE			W. Mann	NHTV	
4	John Bairos	Company-COMCAST	✓				

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	Site visit NHTV Host, welcome.
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Minutes distributed – No corrections
4	Executive Committee Report	S.H./ C.S./P.G	Treasurer and budget document
5	Comcast Report	J. Bairos	Comments on digital conversion, various complaints
6	Deferred / Old Business (Including Committee Reports)	Advisors	.
7	New Business / Town Reports	Advisors	PEG U-Verse line-up Election coverage/Town Reports Phone Meetings for winter months
8	Public Comments & Adjournment		Motion by JE Seconded by MS

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

Description	
1	Meeting hosted by North Haven TV. Annual fruit fundraiser in process. Last day to purchase 11/25 pick-up 12/10. Site visit included seeing new U-verse related installation. Actual ability to view channel on U-verse is not possible because not close enough to RAD box. ATT did Press Release on launch.
2	<ul style="list-style-type: none"> a. ETV 2007 Annual Report from Doug/ETV (with apologies for loose-ends) b. East Haven Education Channel – modulator issue. Referred to Comcast with inquiry about costs. c. Confirmation that MB had been appointed to CACSCC by North Branford Town Council d. Comcast confirmed in letter to CACSCC about follow-up on Wallingford resident complaint, DTV info, channel line-up updates e. Statewide Video Council meeting schedule for 10-20-2008 in Meriden f. Medicare Programs – Videos distributed by Chairman for play on local Access channels g. ACM NorthEast Event Nov. 15th – Notice – invitation to participate

	<ul style="list-style-type: none"> h. Copy of BCTV letter to selectman about prospective appointments
3	<ul style="list-style-type: none"> a. Hard copies of August meeting minutes distributed – No meeting for September. b. Motion to accept by JE. Seconded by MS. Adopted.
4	<ul style="list-style-type: none"> a. Treasurer's report: \$54.00 for PO Box rental : \$95.40 for annual web hosting : \$90.00 for minutes. b. Overall surplus remains about the same. c. Letter to Comcast HR department sent to CACSCC by mistake – given to JB
5	<ul style="list-style-type: none"> a. Changes in channel line-up notice and rates to be expected in a few days from Comcast b. Prices will increase approximately 3%. Rate changes always increase mail/complaint activity. c. Comcast keeping same channels on analog and basic tier. Offering a new basic tier for those who are analog now for \$10 per month. Duration of rate not confirmed. d. Digital conversion – TV's with cable will continue same service, no separate boxes required. Comcast is attending community meetings to explain conversion – upon request. e. Comcast did a PSA. DTV conversion is directed to people with antennae TV f. Comcast Bill has been redesigned. Online bill pay is available. Explanation of redesign sent with new bill. Presented to customer as ECO_Bill. (see reference #1) g. \$6 billion spent to upgrade infrastructure. h. Comcast checks for PEG's quarterly payments mailed this week. (Side note: ATT quarterly also mailed. Addresses used may not be those originally identified by PEGS for use.)
6	<ul style="list-style-type: none"> a. Local PEGS have been contact by ATT. Process has been slow. For example the Wallingford follow-up requesting a technical contact to work with prospective equipment vendor took 8 weeks to get a reply . Local PEGS are encouraged to request written summary of findings from the company.
7	<ul style="list-style-type: none"> a. ETV Report – ATT representatives met with ETV representatives. Identified issues with access to buildings telephone lines. Discussion on what should be expected in next steps. Staffing transition in process since Station Manager resigned for personal reasons. Board may want to split into 2 positions instead of 1. Open house 11/10 – Notices on TV of new shows and programs. Old users coming back. b. Guilford – Parade provided good PR for station. Board still working on AT&T contract/legal review in process c. Totoket – Conversations with channel 19 on U-Verse. School is disengaged so far. d. North Haven – Awarded a grant in August and bought HD camcorders and lights. New production truck donated. Will cover election live from studio. Managing the U-verse launch. e. WPAA - Several Halloween horror shows on cablecast schedule. Issues with sound modulator tied to high-end sound. Disconnected modulator and nothing changed. Participated in "Celebrate Wallingford" festival. Shows now being programmed from cablecast and website. <p>November Meeting. Based on current appointee list a quorum is not possible. Next meeting will be January at North Branford Town Hall with possible telephone meeting back-up plan if bad weather. What are meeting constraints. Access of members to long distance telephone and experience. All members except 2 have free access.</p>
8	No public comments. Adjourn at 8:45 pm

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

Business	Motion	By	Vote
New	Any meetings held by telephone , if conducted due to weather, will have expenses reimbursed to members that do not have access to technologies at no cost. CACSCC will reimburse submitted expenses.	M.S 2 nd by J.E.	Passed

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

	Description	Assigned To	Due Date
1	Research for free webinars on related technologies for Advisors to participate to get experience.	Susan	TBD
2	Exec Committee: Annual DPUC Report		

