

## **DRAFT MINUTES**

CACSCC MEETING  
BRANFORD

08/25/2011

The Cable Advisory Council of South Central Ct Meeting was called to order by Chairman Mark Minotti at 7:15 p.m.

Meeting Quorum: 7 Members/ 5 Towns

Those present were: Mark Minotti, North Haven; Peter Hugret, Branford; Tom Dacey, Wallingford; Bill Biski, East Haven; Mary Bigelow and Joanne Wentworth, North Branford; Chad Roy, Branford and John Bairos, Comcast Representative.

Those absent were: Marie Saddig, East Haven; Mary Lyons, Branford; Merrill Yelenak, North Haven; J.T. Tenczar, North Branford; Joel Parker, Guilford

Guests in attendance: Dan Morris, Janet Betta, Rob Proto, Mary Minotti North Haven; Walter Mann, North Haven/Branford; Sharon Henninger, Community Guest; Steve Fuefo, Madison; Doug Sisson, Branford

In opening the meeting Mark introduced Walter Mann to say a few words. Walter Mann said that he would like to welcome all to BCTV on behalf of Alan Fritz, President of BCTV.

Mark turned the meeting over to John Bairos for the Comcast Report.

### **COMCAST REPORT:**

John Bairos began by presenting a Schedule of Red Sox games.

John also introduced the HEARTSafe Program available now on DVD, which is approximately 30 minutes long. HEARTSafe is a program designed to educate the community about cardiovascular disease. For more information, you can go to their website: [www.ct.gov/dpf](http://www.ct.gov/dpf). An information sheet was handed out.

John also handed out updated XFINITY TV Channel lineup. He clarified that XFINITY is the Brand name, while Comcast is still the company. Comcast has added a new channel as of last month called the Hallmark Movie channel.

Comcast has launched an internet program in cooperation with different schools so that students can have an equal chance at internet access and the cost would be \$9.95 for internet access at home and a network notebook for less than \$150.00. Help to support this project and it was suggested to put this on CACSCC upcoming website. Pamphlets for this project were also handed out.

Digital Enhancement Project which began this past spring, have at least 20 new Hi-Def Channels, eventually converting all channels to Hi-Def. There would be a need to change all analogue boxes to digital, some at no charge and others for a small charge. The second Phase will be coming Sept. 20<sup>th</sup>. Digital box can be shipped to the customers home or call to install for a fee.

Steve Fuefo, Madison, asked if Standard Basic is still sold and John explained that people who have it are grandfathered in, but it is no longer a package that is sold to new customers.

Mark thanked John for responding to Mrs. Wallace letter about programming and informing her of the new Hallmark Movie Channel.

Mark thanked John Bairos for his report.

## REVIEW OF THE MINUTES

Mark reported that Jennifer Andreozzi will no longer take the meeting minutes and although she was paid for February 24<sup>th</sup> meeting minutes, the Council received incomplete minutes. Mary Bigelow made a motion to accept minutes as is but not approve them and Peter Hugret second the motion. All were in favor.

It was suggested that The Minutes from the April 28<sup>th</sup> Meeting be removed because Jennifer never submitted those minutes to the Council.

Tom Dacey made a motion to remove April 28<sup>th</sup> Meeting minutes and Chad Roy second. All were in favor.

Joanne Wentworth submitted the minutes from the June 23<sup>rd</sup> meeting, but requested those minutes to be tabled until she included the DPUC report. Tom Dacey made a motion to table those minutes until DPUC report was included and Chad Roy second. All were in favor.

**SPEAKER –Rob Proto**

Rob Proto introduced the new website, still under construction, to the Council. He gave a step by step presentation of the new website, domain name is Cable Advisory Council FCC.org. Rob still needs more info: email addresses for Chairman, Co-Chairman, Secretary, Treasurer; Minutes of the meetings, Order of Business, By-laws. Mark will have Merrill contact Rob directly about her changes. Sharon Henninger, former council Advisor for New Haven asked whether abbreviations for the various PEGs can be spelled out for the general public. She also suggested that if you were to click on a town, if it was linked to that town's website. It was agreed that it was a good idea to do that. A comment was made that the DPUC address needed to be updated. Mark brought up the need for a debit card to be used for monthly payment of hosting the website. Rob's fee will be paid upon completion.

Tom Dacey made a motion to move current status of "Under Construction" to "active" status once corrections were made. Peter Hugret second. All were in favor.

Joanne Wentworth asked if each PEG had any pictures to put on the sight of any events. Sharon thought a link to the town hosting the event when the picture was tagged would be good. Walter Mann mentioned NHTV cooking and serving corn chowder and clam chowder at The North Haven Fair.

Mark Thanked Rob for his presentation and Council applauded.

#### **CHAIRMAN'S REPORT**

Mark began his report by reviewing the motion made at the last meeting to accept the winning bid for Rob Proto to design the Council's new website.

The payment for Wallingford's Insurance from last year is still missing. There is no cancelled check to indicate payment was made and mark said that he will send a formal letter to WPAA requesting proof of payment.

Jennifer at Mayberry Insurance has been very cooperative with inquiries. East Haven TV was looking for a copy of the policy and Mark explained that Jen couldn't give each PEG individualized policies because it was written for the Council and not each PEG. But Mary Bigelow can distribute the policy upon request.

Mark turned it over to Walter Mann to explain the insurance situation between Madison and AT&T. There's a discussion where Madison is looking to include AT&T on the Council's Insurance Policy.

#### TREASURER'S REPORT

Tom Dacey, Treasurer, reported that the Checking Account has a balance of \$3,645.12; while the balance in the CD Account is \$14,605.06. The new proposed budget was read and it was noted that it does not include the cost of the new website. See attached Budget Proposal.

Joanne Wentworth Made a motion to accept the Treasurer's Report and Bill Biski second. All were in favor.

#### COMMITTEE REPORTS/BY-LAWS

Merrill Yelenak was absent due to a funeral and could not report.

Walter Mann said that he managed to save a lot of the old website and he will continue to look through the files for the by-laws.

Mary Bigelow asked for a digital copy if possible.

#### CORRESPONDENCE

Mark said that the Council received annual meeting notice from Alliance for Community Media. Mark had read Ms. Wallace letter during John Bairos Comcast Report and John Bairos had received the bill from Louise Musso to show a payment made. Mark also said that Robinson/Cole lineup was received. Mark brought up a piece of correspondence that will not be addressed due to it's political content, stating that the Council is not a political forum, but it will be passed around for the other members to view.

#### OLD BUSINESS

Rob Proto gave the Website presentation.

## NEW BUSINESS

The following dates were set for the 2011-2012 year.

October 27, 2011 North Branford  
December 15, 2011 North Haven  
February 22, 2011 East Haven  
April 26, 2011 Guilford  
June 28, 2011 Branford

## TOWN REPORTS

Rob Proto, North Branford, said that a few residents who installed the new boxes could not get audio on the government channels and John Bairos said that he will check on that.

Walter Mann said that NHTV received \$16,000.00 grant from the State of CT that will be used for updating equipment.

## PUBLIC COMMENTS

Sharon Henninger said what a fantastic job that this Council is doing. Mark thanked her and on that note called for Adjournment.

## ADJOURNMENT

With no other business, the meeting was adjourned at 8:10 pm. On a motion by Tom Dacey, seconded by Chad Roy. All were in favor.

Respectively submitted

Mary Minotti