



TOWN OF HUDSON
CABLE UTILITY COMMITTEE



12 SCHOOL STREET HUDSON, NEW HAMPSHIRE 03051 603/886-6024 FAX 603/598-6481

PUBLIC NOTICE

CABLE UTILITY COMMITTEE

April 29, 2015

HCTV Access Center
Benson Park
19 Kimball Hill Road
Hudson, NH 03051

MINUTES

1. **Call to Order By:** Michael O'Keefe at 7:05 PM

3. **Attendance**
 - **Present**
 - Michael O'Keefe {Chairman}
 - Diane Cannava {Clerk}
 - Bryan Donovan {Member}
 - Leo Bernard {Member}
 - Roger Coutu {Member/BOS Representative}
 - Excused**
 - Stu Kroner {Member}
 - Jim McIntosh {HCTV Facilitator}
 - **Absent**
 - Raymond (Scott) Pearson {Member: term expires 4/30/2015}
 - Ben Nadeau {School Board Representative}

4. **Public Input** - no public input

5. **Approval of Minutes**

**Motion made by Bryan Donovan and seconded by Diane Cannava:
Motion to approve the Minutes for January 20, 2015 as written.
Motion passed: 4-0-1
(Abstention by Roger Coutu/newly assigned BOS Representative)**

6. Old Business

a. Relocation of HCTV Cablecasting Equipment & Upgrades

Michael O'Keefe reported that Comcast assisted HCTV in completing the work that was necessary in relocating the "feeder" from Town Hall to the HCTV Access Center. Michael also reported that a new "video server" was installed that primarily consisted of hardware upgrades.

The next improvement project to be considered by the committee is the installation of a "video on-demand server".

b. Emergency Generator

Michael O'Keefe received approval from the BOS for the purchase and installation of an emergency generator to be utilized by the North Barn building. The generator has been scheduled to be installed next to the Carriage House garage by Mason Electric, after HHD completes prep work which includes pouring the necessary concrete pad.

7. New Business

a. Voting Results

Committee members expressed their pleasure concerning the passing of the warrant article that approved the establishment of "HCTV Revolving Fund" starting FY16. They expressed their appreciation of committee efforts and for voter support that contributed to the positive outcome of Town Warrant # 12 on March 10, 2015 ballot.

b. Conference Room Camera Installation

Committee members discussed reasons for converting the HCTV conference room into a functional area for televised meetings and activities. An underlying justification was the convenience of an additional meeting space to benefit Town Boards, especially during the "budget season".

Motion made by Bryan Donovan and seconded by Leo Bernard:

Motion to make the HCTV conference room cable-ready for the purpose of televising meetings and activities by installing the necessary cameras and equipment.

Motion passed: 5-0-0

c. HCTV Facilitator Contract Renewal

Committee members discussed the HCTV Facilitator's present contract considering the following facts: the position is for a non-town employee; annual wage income for last three years; Town of Hudson not responsible for any Benefits nor Tax Deductions. Above all, Committee members voiced their high level of satisfaction concerning Jim McIntosh's professional performance and work ethic as valued assets as HCTV's Facilitator over the past years.

As a result of said discussion, Michael O’Keefe will approach the Board of Selectmen with the following **General Consensus** reached by Committee members:

THE HCTV COMMITTEE AGREE THAT THE HUDSON BOARD OF SELECTMEN RENEW JIM MCINTOSH’S ANNUAL CONTRACT FOR THE POSITION OF HCTV FACILITATOR STARTING JULY 1, 2015. FURTHERMORE, THE HCTV COMMITTEE REQUEST A 5% INCREASE IN THE HCTV FACILITATOR’S ANNUAL WAGE INCOME STARTING JULY 1, 2015.

d. Open House

Michael O’Keefe opened discussion of an Open House for the HCTV Access Center. Members discussed possible dates, activities, tours ... to coordinate with Benson Park Fifth Anniversary celebration on May 30 or separate HCTV celebration in Summer or Fall, 2015.

Committee members revisited Dedication of HCTV Studio in memory/appreciation of Colman Kelly Michael to present idea to Board of Selectmen.

e. Committe Openings

one opening: present to April 30, 2017

one opening: present to April 30, 2018

renewed opening:

Michael O’Keefe/Chairman for three-year term, April 14, 2015 to April 30, 2018

8. Other Business / Remarks by Committee Members

Roger Coutu, Member and BOS Representative: inquired as to status of the “transmission line” from Alvirne High School and the sport field. Michael O’Keefe responded that it exists and with some needed work, it could be functional.

No comments: Leo Bernard, Diane Cannava, Bryan Donovan.

9. Ajournment

The meeting was ajourned at 8:10 PM.

Meeting Minutes submitted by: Diane Cannava

