



CABLE TELEVISION ADVISORY COUNCIL OF
SOUTHEASTERN CONNECTICUT
MEETING MINUTES

March 10, 2011, Regular Meeting, 5:30 p.m.
Groton Public Library, 52 Newtown Road, Route 117,
Groton, CT 06340

IN ATTENDANCE: Jim Kelley, Shawn Greeley, Roger Roy, Jim Loughlin, Bill Hakkinen, Steve Garmon, Greg Pont, Jerry Tobias, Paul Kadri, Jason Jones, Bruce Edwards (new Ledyard rep)

COMCAST REPRESENTATIVES: Sharon Codeanne Frank Facchini

THAMES VALLEY COMMUNICATION REPRESENTATIVE: Carl Andersen

SOUTHEASTERN CONNECTICUT TELEVISION: Dan Weaver and Frank Facchini

Recognition of members of the public for public comments – Terri Roper, handed in an opinion letter regarding PEG future provider. Mark Oefinger, Groton Town Manager & Betty Anne Reiter, Groton Public Library Director were present.

I. Reports

Secretary's Report: Acceptance of January 13, 2010 Meeting Minutes

Tobias made the motion to accept the minutes. Hakkinen seconded the motion. Page 2, section III was missing the attachment as stated. Hakkinen will email attachment to Greeley to get it out to the Council. Voting: 2 abstain- Kadri & Jones, 9- yes. Accepted.

A. Treasurer's Report:

This statement reflects the activity on Council's checking account during from December 2010 through February 2011.

<i>Beginning balance 12/24/10</i>	\$38,469.47
CREDITS	
Combined interest earned January-February:	\$5.52
TOTAL	\$38,474.99
EXPENSES	
Jim Kelley ck#730 (1/13/11)	\$115.19
James Loughlin ck#740 (1/13/11)	\$37.63
Val Koschmieder ck#741 (1/13/11)	\$100.00
<i>Current checking account balance</i>	\$38,222.17

B. Comcast Progress Report – Sharon Codeanne handed out a list of marketing items (JFK On Demand, iPad app released and channel changes). Facchini handed out a list of 21 public access shows produced at Comcast and within the franchise.

Per Loughlin's request Codeanne will look into getting iGuide information for Public Access..

C. TVC Progress Report: Carl Andersen reported on Monthly Stats, call stats from the Help Desk and Customer Service, and attached channel line up changes.

Kelley handed Andersen a customer complaint letter received on recent price increase that Anderson will follow-up. Loughlin asked if TVC is adding more plant. Andersen states mostly line extensions at this time.

II. Old Business

A. Status of the third party public access provider.

Update by SECTV given by Dan Weaver. Still in progress with DPUC, but any update is confidential. Alice Sousa was introduced as the newest SECTV board member. Handed out recent NL Day editorial.

GRTV presentation by Shawn Greeley. Groton Town Mgr Mark Oefinger and Groton Town Library Director, Betty Anne Reiter were introduced. GRTV has filed application

Application highlights: Groton Regional Television, will serve the five town area; the Town and Library has 34 years of Community Access experience. The proposed GRTV studio will reside at the Groton Public Library just a few miles from its current site at Comcast on Route 184 in Groton. The studio is already in place. Currently studio is fully funded by the Town of Groton for Groton government access and receives no Community Access fees. If approved to be the Community Access provider the town will receive the community access fees (instead of the Cable Companies) and the studio will be open to for all community cable access television use (public, government, and education) by the public, towns and school district's within the franchise. The facility is ready to go, centrally located, and will employ 3 full time employees. GRTV has a strong administrative support system, has secure financial banking, and will offer improved quantity and quality of programming. Outreach, training and equipment (for loan) will be provided to any member of the public, community group, school district and town within the franchise. During the first 3 yrs GRTV will put in approximately \$50,000/yr for equipment and has a plan for scheduled upgrades. Proposed budget is in place.

Greeley explained that the proposed budget is based on subscriber numbers from the areas two cable providers. Greeley went over the organizational chart that is designed to handle programming conflicts through the cable advisory council. Groton will abide by all state and federal laws and regulation, in regards to first amendment rights. Greeley pointed out that the Town has had an unblemished record when broadcasting public opinions at local government meetings (even when the opinions criticized the Town).

Tobias pointed out a typo in the GRTV draft procedures, page 5.10.4, which Greeley will fix. Tobias also questioned the requirements of the job descriptions including education. Greeley will bring this up to the HR department.

Hakkinen asked if there was too much Groton in the GRTV plan. Greeley explained the emphasis is on Regional, the facility just happens to be physically located in Groton (which is the Town the current Comcast studio is in). Garmon asked about GRTV being included in the Groton Town budget and whether it would be funded by Groton taxpayers. Greeley stated that a Special revenue fund would be set-up for community access accounting.

It was proposed by Kelley that CTACSC participate in offline mediation with SECTV, GRTV, Comcast and TVC in an effort to come to a decision on a PEG provider. Motion was made by Kelley and seconded by Garmon. Votes: 1 no-Tobias, 1 abstain-Greeley, Passed. 9 – 1 (and 1 abstain)

B. Review of Council goals:

- 1) Advocate cost containment
- 2) Work closely in the development of new franchise and the third party PEG cable access provider
- 3) Continue to advocate for the needs of franchise members
- 4) To continually review the cable channel lineup and advocate for customer requests
- 5) Raise the public awareness of the advisory council, inform the community of the advisory council's role and solicit public opinions and needs.

C. Process to grant funds – by Bill Hakkinen

Motion was read into record. Motion made by Hakkinen, seconded by Tobias. Edits to original motion from the January meeting: add new #8 (agree to accept the CTACSC decision) and change municipality with Town throughout document. Original motion vote, 9- yes., 1 No - Kelly 1,abstain-Greeley

Amendment to original: Delete #12 and remove ½ of amount to #10. Votes: 1 no- Loughlin, 1 abstain-

Greeley, 9-yes. Passed.

Revised Motion attached.

III. New Business

- A. Nomination Committee appointment
Chairman is Jim Loughlin. He will deliver a slate of officers at the May meeting.
- B. Greg Pont - draft online CTACSC survey. Pont will work with CTACSC webmaster to add online survey and get all information current on website. Pont asked that once hidden link to survey has been added that council members can go online to verify contact info and get any changes to him. Survey will be advertised to the public on channels, council may offset cost for bill inserts to Comcast and TVC, and possibly look into adding to tax bill process in each town. Greeley requested that channels 2, 12 & 19 be added to PEG questions No other additions were added by council.

IV. Survey of councilors

Kelley – Gave letter received to TVC.

Kadri – Tech Expo at Fitch High School Friday, March 25th at 5:00 p.m. Showcase of school technology and donated door prizes.

Hakkinen – Still on quest for PIP solution.

Pont, Greeley, Roy, Loughlin, Tobias, Edwards, Jones, Garmon – Nothing to report.

May 12, 2011 is the next meeting.

- V. **Adjournment** – Meeting adjourned at 7:05 p.m.

Respectfully Submitted,



Motion by Bill Hakkinen

The Cable Television Advisory Council of Southeastern Connecticut (CTACSC) has a surplus of funds in its treasury. The CTACSC wishes to make these funds available to member communities to enhance Public, Educational, and Government (PEG) programming available to their townspeople.

Therefore, I move that the CTACSC initiate a Request for Grants to the five member towns (Groton, Stonington, North Stonington, Ledyard, Voluntown) with the following stipulations:

1. The town or school district may request a CTACSC grant for a PEG-related expenditure.
2. The Request must be in writing, endorsed by the Mayor or First Selectman of the town.
3. The Request must be received by the CTACSC no later than the start of the September 2011 CTACSC Regular Meeting
4. The Request must be for an expenditure reasonably expected to enhance the community's ability to provide PEG programming activities.
5. The Request must be accompanied by a commitment from the town or school district to match the award amount for the specified purpose.
6. Requests for hardware funding, (i.e. not services) will be given higher consideration.
7. Awards to each town or school district will be approved or not by the CTACSC. A simple majority vote rules. Approval will be guided by the reasonableness of the Request, how it fits into that specific town's PEG capabilities, and the expectation that it will be an asset for the next few years.
8. No Request will be honored for more than \$5,000.
9. There will be only one request approved per member town.
10. The town will receive the amount shortly after approval by the CTACSC. Approval is expected to take place at the November 2011 meeting.
11. At the Regular Meeting of the CTACSC in January 2012 each grant recipient must present a report detailing how the approved amount was spent, including the matching funding from the community.
12. Each town or school district will provide a final report to the CTACSC by the March 2012 Regular Meeting detailing how the award was used. Failure to provide such a report will cause that town to be excluded from a future round of such awards.
13. By participating in this process, each town and school district agrees to accept the decision of CTACSC as Final.

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