

CABLE TELEVISION ADVISORY COUNCIL OF
SOUTHEASTERN CONNECTICUT
SPECIAL MEETING MINUTES

June 30, 2016, Special Meeting, 5:30 p.m.
Groton Public Library, 52 Newtown Road, Route 117,
Groton, CT 06340

IN ATTENDANCE: Jim Kelley, Bill Hakkinen, Neil Kluepfel, Dean Antipas, Jim Loughlin, Shawn Greeley and Mark Russell.

ABSENT: Leon Palmeri and Daniel Caldwell

COMCAST REPRESENTATIVES: Absent

THAMES VALLEY COMMUNICATION REPRESENTATIVE: Maggie Christensen

SEC-TV REPRESENTATIVE: Frank Facchini and Frank Fulchiero

Recognition of members of the public for public comments: None

I. Reports

1. Secretary's Report: Russell made a motion to accept the minutes of the January 14, 2016 meeting, Loughlin seconded. Minutes were accepted unanimously. The March 17, 2016 meeting was cancelled due to a lack of quorum.
2. Treasurer's Report: The current Treasurer's Report was handed out. The current statement reflects the activity on Council's checking account for the months of March- June 2016.

Beginning balance 3/11/16 \$ 25,849.13

CREDITS

EXPENSES

3/23, 4/25, 5/24 & 6/23/16 Monthly Service Charges	12.00
3/10/16 Valerie Koschmieder (ck#814)-Minutes	100.00
4/18/16 Cindy Vierra (ck#815) - Web Hosting & Updates	134.00
6/20/16 Postmaster (ck#816)- Annual PO Box	130.00
<i>Current checking account balance</i>	\$ 25,473.13

Loughlin asked if we were still looking into changing banks. Antipas found that most all banks have similar charges. The Advisory Council is currently using Citizens Bank.

3. Comcast Report: No Report.
4. SEC-TV Report: Facchini reported on the shows currently being produced (see attached).
5. TVC Report: Christensen reported that TVC has hired Rex Buettgenbach new General Manager, programming updates and community relations.

II. Old Business

1. Update on the State-wide Video Advisory Council's (SVAC) request to PURA that TVC be required to report to the SVAC instead of CTACSC. Kelly attended the last SVAC meeting and reported that PURA decided that TVC meets with their local council so therefore they do not need to attend the SVAC meetings.

III. New Business

1. Update CTACSC By-Laws.

Hakkinen reviewed proposed changes to the by-laws which have not been updated in over 30 years. Most of the proposed changes were made to reflect the Third Party Community Access Provider, the change from DPUC and PURA, Officer Election procedures and clerical. Most of the proposed changes were agreed upon by consensus of the council.

Loughlin asked if there could be a vote (vs. consensus) for approving changes to Article VI, Section 2. Greeley made a motion to change Article VI Section 2 to "The Nominating Committee shall present a slate of candidates to the Chairperson at the May Meeting. Additional nominations can be accepted from the floor at the May Meeting" Russell seconded the motion and the motion passed 6-1 (Loughlin voting no), there were no abstentions.

Hakkinen and Koschmeider will pull together all of the proposed bylaw revisions by the next meeting so the council can formally approve the revised bylaws.

2. Consideration of new grant program.

Kelley stated that SECTV will be allowed to submit to this process if so desired. Lots of discussion took place, including suggestions to implement this after January 1st, having councilor's interview grant seekers directly and handling it like a scholarship and having student contests. The new grant program will be discussed further at the September meeting.

3. Election: Antipas presented the following slate for nominations

Chair	Dean Antipas
Vice Chair	Jim Kelley
Recording Secretary	Shawn Greeley
Treasurer	Bill Hakkinen

Chairman Kelley called for a vote on the candidate slate – the council 7 in favor, none opposed

IV. Communications - none

V. Adjournment – Adjourned meeting at 6:47 p.m.

Respectfully Submitted,



Shawn Greeley
Cable Television Advisory Council
of Southeastern Connecticut - Secretary

CTACSC

Cable Television Advisory Council of Southeastern Connecticut

P.O. Box 323, Groton, CT 06340-0323



TREASURER'S REPORT

June 30, 2016

Beginning Balance 03/11/2016 \$25,849.13

Deposits & Credits

none

Debits

03/10/16 – check 814 – Valerie Koschmieder (minutes) (100.00)

03/23/16 – monthly service charge (3.00)

04/18/16 – check 815 – Cindy Vierra (web hosting & updates) (134.00)

04/25/16 – monthly service charge (3.00)

05/24/16 – monthly service charge (3.00)

06/20/16 – check 816 – Postmaster (annual PO Box) (130.00)

06/23/16 – monthly service charge (3.00)

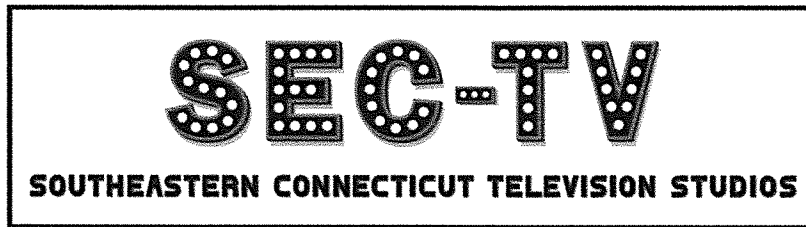
Ending Balance 06/23/2016 \$25,473.13

Subsequent Activity

none

Ending Balance 06/30/2016 \$25,476.13

3



80 Plaza Court, Groton CT 06340

860-449-1477 www.sec-tv.org

Located in the Groton Shopping Plaza between Benny's and Groton Post Office.

Community Access Provider Update June 30, 2016

SEC-TV LOCALLY PRODUCED PROGRAMS OR IN PRODUCTION AT THE STUDIO AND/OR ON LOCATION:

Gracelyn Presents: Inspiring Local Non-Profits-Gracelyn Guyol interviews board members and staff from local organizations that serve the community

North Stonington Public Hearings-Nita Kincaid and Lisa Mazzella focus on the North Stonington School Modernization Proposal and Public Hearings

Parlor Concert Series offered by the North Stonington Historical Society-Produced by Nathan Allen

Spotlight Productions-Ron Thomas discusses local people and places throughout the community

Books and Things with Tom-Tom Santos interviews local authors

Potluck Politics-Peter Roper discusses people, places, and events with guests

Community Culture Showcase-Harriet Grayson focuses on artists, history, events

From This Corner TV-Marilyn Dayton discusses local events with guests

Health Buzz- Marlisa McGlaughlin and Patrick Moore discuss natural health

LaGrua Center-Jane Simmons presents programs at the center

Mystic Matters-Tricia Walsh and Susette Tibus discuss events with locals residents

Professor Stan Gaby- Local nature, geology, history

Our Community Our Voice-Susette Tibus interviews local residents on issues affecting our towns.

Sox and Stripes Forever-Jeff Hunt and Bill Rossi discuss the baseball season

The Lisa Saunders Show- Focus on local history, people, and events

Missionary COGIC-Pastor George Rucker-Religious Service

The Neighborhood Center-Vicki Anderson discusses community resources

Tim and Lew Dog-Dave Lewis and Tim Pelland discuss sports and local events

Rock & Horror Variety Show-Chris Annino variety show with guests

Town of Groton Screenwriting Projects

Town of Ledyard Town Council, Board of Education, Special Meetings

Praying on the Rock-Frank and Rose Silva-Religious Service

Prophecy for the Last Hour-Liz McGee-Religious Service

Reality of the Word-Johnny Burns-Religious Service

Around the Town with Mark - Mark Whalen-Local People and Places of Interest

North Stonington Affordable Housing - Mary Ann Ricker

Mock Presidential Debate - Recorded at Stonington COMO

Bride Brook Equine Rescue – Deb McPhail-On location rescuing horsess

UConn Avery Point Basketball - Kate French-Men's team at Avery Point

Isaac School - David Howes-Interdistrict School for Arts and Communications produced by the students and faculty.

Tours of Fine Arts and Architecture - Dr. Michael Sullo-Local museums and exhibits are discussed.



**Advisory Council Meeting
June 30, 2016**

- We have a new General Manager, Rex Buettgenbach. Rex has been a Cable TV General Manager for 26 years, and including Bresnan Cable in Michigan, Armstrong in Pennsylvania, Charter in Michigan, Wisconsin, and Nebraska, and Clarity in South Dakota. Rex has vast experience in Cable operations, customer service, and sales. He looks forward to attending a Cable Advisory Meeting in the fall.
- Programming updates: We are currently notifying customers that on August 15th Game Show Network- ch. 77 will be moving to ch. 75.
- TVC has continued its community outreach and is currently involved in the summer concert series at Esker Point Beach through our sponsorship of the Groton Parks and Recs Department.

DRAFT
(Hakkinen original Draft for Council Consideration)

CABLE TELEVISION ADVISORY COUNCIL
OF SOUTHEASTERN CONNECTICUT
BYLAWS

Formatted: Title, Left

Article I: Name

Formatted: Font: 11 pt

Section I: The name of this organization shall be The Cable Television Advisory Council of Southeastern Connecticut, hereinafter referred to as the Council.

Article II: Purpose and Scope

Section I: Pursuant to the State of Connecticut Department of Public Utility Control Docket No. 11407, Sections 16-333 25 thru 30 and State of Connecticut File No: 697, An Act Concerning Cable Advisory Councils and Programming on Community Antenna Television Systems, this Council is established for the purpose of:

- A. Advising the [Franchise Area Cable Television Operators is this the correct nomenclature?], hereinafter referred to as the Operators, the general public, the 3rd party Public Access provider, and the Department of Public Utility Regulatory Authority Control or its successor, on matters related to the administration of Cable Television (CATV) statutes and regulations;
- B. Assisting public educational systems within the franchise area in the utilization of CATV services;
- C. Assisting libraries within the franchise area in utilization of CATV services;
- D. Relaying information pertinent to, but not limited by, items A, B and C above to the Operators and to the the 3rd party Public Access provider;
- E. Acting on any other matters not specifically excluded by the above-mentioned Docket as a majority of the Council members present at any Meeting shall deem appropriate and which relate to the provision of CATV services to the public and/or private sectors of the towns within the franchise area;
- F. Advocating cost containment;
- G. Continuing to advocate for the needs of franchise members;
- H. To continually review the cable channel lineups and advocate for customer requests;
- I. Raise the public awareness of the Advisory Council, inform the community of the Advisory Council's role, and solicit public opinion and needs.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Superscript

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Article III: Membership

appointments shall be the last order of business for the March ~~m~~Meeting and shall take precedence over any motion to table or adjourn.

Formatted: Font: 11 pt

Section 2: Said Nominating Committee shall present a slate of candidates to the Chairperson at least 15 days prior to the date of the May ~~m~~Meeting; the names of the nominees shall be included with the agenda of the May meeting and shall be mailed to all Council members.

Formatted: Font: 11 pt

Article VII: Duties of Officers

Section 1: All officers shall perform the duties prescribed by the parliamentary authority adopted by the Council and by other action of the Council itself, except that the following Sections of this Article shall take precedence in any case of conflict.

Section 2: The Chairperson shall preside at all ~~r~~Regular and ~~s~~Special ~~m~~Meetings, shall be a voting member ex officio of all committees of the Council, shall prepare an agenda for inclusion with the notice of all ~~r~~Regular and ~~s~~Special ~~m~~Meetings, and shall insure that notice of all ~~m~~Meetings are sent to all Council members, and that said notice is publicized according to current Freedom of Information practice.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Section 3: The Vice-Chairperson shall perform the duties of the Chairperson in the absence of that Officer and shall perform such other duties as may be assigned by the Chairperson of the Council.

Section 4: The Secretary shall keep minutes of all ~~m~~Meetings and shall send copies of such minutes to all Council members, the Operators, and any other individual or agency named by the Council.

Formatted: Font: 11 pt

Section 5: The Treasurer shall maintain the financial books of the Council, shall disburse funds in accordance with these Bylaws as directed by the Council or the Chairperson, and shall prepare a monthly financial report.

Formatted: Font: 11 pt

Article VIII: Meetings

Section 1: The Council shall meet on the second Thursday of every other month from September to May, inclusive; the times and locations of such ~~m~~Meetings shall be made known to all Council members and to the public not less than one week prior to each ~~m~~Meeting.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Section 2: Special ~~m~~Meetings may be called by the Chairperson or by a written request of three members; at least 24 hours notice shall be given of such ~~m~~Meetings. The purpose or agenda of any ~~s~~Special ~~m~~Meeting shall be included in such notification.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Section 3: Meeting dates and locations may be changed at the discretion of the Chairperson or by majority vote of the members present at any ~~m~~Meeting; due notice of any such change shall be given to all members and posted publicly.

Formatted: Font: 11 pt

Section 4: For all ~~Regular~~ and ~~Special~~ ~~Meetings~~, a quorum shall be defined as not fewer than five members, representing at least three-fifths of the member towns, including at least one elected officer.

Formatted: Font: 11 pt
Formatted: Font: 11 pt
Formatted: Font: 11 pt

Article IX: Committees

Section 1: Council ~~e~~Committees shall be established at the discretion of the Chairperson.

Formatted: Font: 11 pt

Section 2: Subject to the approval of the members of the Council, non-members may serve on ~~e~~Committees, but shall have no voting privileges at ~~m~~Meetings of the Council. The non-members may fill Committee offices at the discretion of the Council.

Formatted: Font: 11 pt
Formatted: Font: 11 pt
Formatted: Font: 11 pt

Section 3: The ~~e~~Chairperson of each ~~e~~Committee shall be elected by the ~~e~~Committee from among its Council members.

Formatted: Font: 11 pt
Formatted: Font: 11 pt
Formatted: Font: 11 pt

Article X: Rules

Section 1: The latest edition of Robert's Rules of Order, Newly Revised, shall govern the proceedings of all ~~m~~Meetings of the Council, and its constituent parts insofar as they do not conflict with these Bylaws or with any provision of Docket 11407.

Formatted: Font: 11 pt

Article XI: Funding, Budgeting, and Disbursements

Section 1: Council expenses are primarily met by the Operators per existing State Statutes. Additional Council expenses shall be shared by the towns in the franchise area.

Section 2: Disbursement of funds for any reason shall be made through the checking account of the Council. All receipts and requests for reimbursement shall be made directed to the Treasurer.

Section 3: Amounts up to two hundred and fifty dollars, for Council expenses only, may be expended at the discretion of the Chairperson; expenditures of over two hundred and fifty dollars shall require prior approval of a majority of members present and voting at any ~~m~~Meeting.

Formatted: Font: 11 pt

Section 4: Council records shall be available to the appointing agencies of member towns in a timely fashion upon receipt of a written request.

Article XII: Attendance

Section 1: Members are expected to attend all ~~r~~Regular ~~m~~Meetings of the Council.

Formatted: Font: 11 pt

Section 2: Should any member be absent from three consecutive ~~m~~Meetings the Chairperson shall contact that individual in writing and may send a copy to the appropriate appointing agency.

Formatted: Font: 11 pt
Formatted: Font: 11 pt

Section 3: Should any member be absent from four consecutive mMeetings, the Council may, by a majority vote of members present and voting at any mMeeting, direct the Chairperson to request the resignation of said member and to request that the appropriate appointing agency name a replacement.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Article XIII: Consultants

Section 1: The Council may seek and employ consultants when deemed necessary to provide advice or perform specific tasks as directed.

Article XIV: Guest Policy

Section 1: Members of the public shall be welcome as guests at any rRegular mMeeting of the Council.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Section 2: Members of the public may present written requests for information to any Council member at any time; a period of time at the beginning of each rregular mMeeting shall be reserved for questions or comments from guests.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Section 3: Guests may neither vote nor participate during the body of the mMeeting.

Formatted: Font: 11 pt

Section 4: Guest policies at sSpecial mMeetings shall be at the discretion of the Chairperson.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Article XV: Amendments

Section 1: The Bylaws may be amended by a majority vote of the Council members present at any rRegular or sSpecial mMeeting, provided that a written copy of any proposed amendment(s) was submitted to the Council Chairperson at the previous rRegular mMeeting and provided that copies were mailed to all Council members within one week after such submission.

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt

Formatted: Font: 11 pt