



Review Copy
Meeting Minutes for January 27, 2005
Location of Meeting: North Branford Town Hall

Present:

Branford	Marvin Zimmerman, John Elliott, Pat McGlashan, Billye Bradley BOE
East Haven	Marie Saddig, Robert Becker, Lou Pacelli
Guilford	Jeff Lincoln, Pete Garafolo
Madison	Steve Fuest, Abigail White
North Haven	Iris David
North Branford	Nancy Lappie, Mary Bigelow
Wallingford	Susan Huizenga, Russ Styles
Library	Ken Donadio
COMCAST	John Bairos
Regrets:	Jeff Lincoln, Ken Donadio, Russ Styles, Pat Schiller(BOE), Pat McGlashan, Lou Pacelli, Billye Bradley (BOE)
Guests:	Curt Huizenga

I. Call to order. Chairman Huizenga called the meeting to order at 7:09 PM
5 Towns, 8 Members present

M.Bigelow moved to amend the agenda to move correspondence to the beginning of the meeting.
S.Fuest seconded. Motion carried unanimously.

II. Minutes Action: M. Bigelow moved to table the minutes until the next meeting.
M.Zimmerman seconded. Motion carried unanimously.

III. Public Comments

IV. Town Reports.

Branford. M. Zimmerman reporting.

Customer issues: none to report

PEG activities: They are near the end of the search for a new program director and hope to have a permanent replacement within the month and are continuing to work on the new facility.

BOE Updates: The current Superintendent will be leaving in April.

East Haven. Marie Saddig reporting.

Customer issues: none to report

PEG activities: New part-time clerical person was hired and is being trained. Maureen Witkowski was promoted to facility manager. Annual meeting was held in December, new

secretary is Alfred Cronle, Esq. A special meeting will be held in February to outline organizational goals for 2005.

BOE Updates: John Finkle, Chairman of East Haven Board of Education, contacted ETV and is attempting to resolve the problems with Channel 19. The Board of Education has established a new committee to work with ETV to improve the operation, utilization and broadcast on Ch. 19.

Guilford. No report.

Madison. A. White reporting.

Customer issues: none to report

PEG activities: S. Fuest and A. White are currently doing a weekly show called Women in Transformation and they are training people to produce show. Annual review will take place in February. In March A. White will be teaching 5th and 6th graders elements of production. A producer has complained about the difficulty of getting shows on in Guilford and Clinton.

BOE Updates: none to report

North Branford. N. Lappie reporting.

Customer issues: Customers have complained that the Fox 61 channel feed is of poor picture quality compared to other channels.

PEG activities: none to report

BOE Updates: Superintendent of Schools will be meeting with North Branford when his health improves because he is concerned about the state of Channel 19. Madison has offered to provide resources and support to Channel 19.

North Haven. No member present.

Wallingford. S. Huizenga reporting.

Customer issues: Questions as to why Channel 16 is color bars.

PEG activities: Camera night February 3 from 6-8, an open invitation is extended. The Qu Grad volunteer that worked on 7Towntv.org Web site is newest WPAA board member. A part-time position will likely be opened up so the studio will be open 5 nights a week in the Spring. (see Chairman report)

BOE Updates: School/ Community Service initiative is still under development.

Library. Mailed. Request for Meeting Minute information satisfied by Web site section on Public Meetings.

V. Officers' Reports.

Chairman: Chairman Huizenga attended a WPAA Board meeting as Wallingford Advisor. During meeting there was a review CACSCC issues relates to P.E.G. (i.e. insurance, recent request by NHTV Board for distribution of CACSCC restitution funds)

Outcome: WPAA reviewed the idea of 'shared services' via CACSCC as a concept and reality. There was a consensus that they preferred that CACSCC use their funds (over and above the administrative expenses) in a manner that serves the seven towns (i.e. ACM Membership, Website, insurance, training or awards) rather than redistribution. If redistribution is actively considered any historic waiver on record for WPAA would not be considered representative of current WPAA Board's position.

S.Huizenga recommends that if there is any decision regarding the distribution of these funds it take place at the Annual Meeting after public comment.

Router Policy: discussed with President of Guilford and WPAA. Clarification that the plan is intended to be 'transitional' was significant and cause for renewed review in Guilford. There seemed to be a misunderstanding that this was a transition plan not a permanent plan. It was reaffirmed that at this time Branford and Wallingford both support the transition plan.

Treasurer: Mailed. No expenditures since last Meeting. Participated in Annual Report Preparation.

Secretary: Member absent.. Meeting Notices and Corrections distributed for January Meeting.

VI. COMCAST Report. John Bairos Reporting: Governor Rell's show, *On the Record*, continues to be received. Contact Dennis Schain at 860-524-7313 to receive a copy. Channel lineup changes were reported. There was an administrative error regarding the 2005 check to CACSCC.

Regarding WG-TV20 (Government TV Wallingford) and CT-N: Internal study regarding PEG use of CT-N was conducted and they are attempting to standardize what PEG groups pay for services statewide. A meeting was conducted regarding providing services to PEG groups and a tentative agreement was reached. CT-N later had an adverse reaction and declined to continue with the agreement. Senator Fasano met with Comcast to address this issue. ETV, WG-TV20 and North Branford are interested in using DCTs to show CT-N programming. NHTV is already rebroadcasting CT-N. Any PEG that wishes to rebroadcast CT-N using the DCT has permission from Comcast. CT-N needs to be contacted for permission if the station logo is to be included on the broadcast. CT-N should be sponsored by a resident if it's not on the government channel. If the legislature mandates Comcast to carry CT-N another channel will need to be dropped.

A.White asked that PEGS be notified when a box reset is going to be done by Comcast. John Bairos responded that there are a lot of variable which go into it and he's not sure that can be done. Written report is attached.

A.White moved that the CACSCC charge Chairman Huizenga to draft a position paper regarding information on CT-N for posting on the website. M.Zimmerman seconded. Motion carried unanimously. J. Bairos thanked the CACSCC for taking a position.

J.Bairos reported that it takes 30-60 days to approved corporate funding/sponsorship of community events and to please let him know as soon as possible if there are any events that might be considered.

M.Zimmerman asked if Classic Arts could be broadcast on one of the empty channels.

S.Huizenga commented it would be responsive to the complaints of the removal of Discovery Channel from the lower tier. J.Bairos reported that Comcast is moving to statewide standardization of the channel lineup and will continue until approximately June, 2005.

S.Huizenga commented that if this would cause a channel lineup change for the PEGs a subsidy would be expected to cover administrative costs the PEGs would incur as has been done in the past. S. Huizenga asked how a standardization would affect the fact that there are 3 PEG channels in our franchise but that is not necessarily the case statewide. He will look into how the standardization will affect the PEG channels for this franchise.

M.Saddig left at 8:30 PM.

VII. Correspondence:

November:

USPS Letter: Customer from Wallingford expressed concern over removal of WPIX and WWOR from Comcast line-up.

Nov. 19, 2004: John Bairos wrote to inform CACSCC of improvements by Comcast in areas of customer service and new products offered throughout the year. Community involvement was also highlighted. Other COMCAST Mail included 'CT Overview Newsletter'
Response: Advisors interested in this mailing can provide contact info to J. Bairos.

November 23, 2004: John Bairos wrote to inform CACSCC of upcoming price changes.

November 23, 2004: Comcast related legal filings with DPUC.

November Comcast mail to customers: Customers received information regarding channel lineups and services offered.

Several Email DPUC correspondence: Includes correspondence regarding Lakeview re-franchise and CTN as intervenor.

December Comcast bills included information regarding change on FCC Regulatory Fee and channel lineup changes regarding Discovery Channel and QVC.
Response: Web site updated with Channel Changes as agreed

December 9, 2004: DPUC corresponded that the 2003 report from North Branford had been received and was current.

December 23, 2004: Comcast sent correspondence regarding On Demand holiday greetings from military personnel.

More Channel lineup for non digital tiers were received and updated on the CACSCC website.

January:

Ken Donadio corresponded regarding providing minutes to his supervisor.

Community Support Check in amount of \$27.15 was received from iGive.com.

January 5, 2005: Copy of letter regarding WG-TV20 receipt of CT-N tapes vs D-CT and start of New General Assembly Session.

January 27, 2005: Scott Hanley sent correspondence expressing regrets that he would be unable to attend this meeting. An update of meetings concerning CT-N carriage was provided.

USPS Letter: Branford customer expressed concerned that Discovery channel has been moved from Basic to Expanded lineup and replaced with QVC.

USPS Letter: North Haven resident expressed concern that the Discovery Channel was removed from the Basic lineup.

Topical DVD's were received from the Taiwan group from the Alliance Meeting to be used as programs (i.e. Folk medicine, SARS Story) . Programs can be sponsored by Advisors if they find the topics of interest. 2 copies of each available as No. Branford has a set.)

Outgoing:

E-Notice to Advisors and P.E.G. Organizations related to 2005 Meeting Schedule.

CACSCC annual report PUC by January 31, 2005. Required components: DPUC Annual Report Form. And Jan.-Dec. 2004 Minutes. Based on discussion with advisors our report will include copies of essential correspondence/materials from the timeframes of June –Dec 2003 (regarding vacancies, awards program, in-kind services, new appointments, and public hearing) since the last 6 months of 2003 were very significant and not in prior report due to reporting period change. The Annual Report Form was posted with notice to Advisors on the Web site last week.

VIII. Old Business.

Insurance: East Haven provided their report tonight. Joe Balboni has offered to give a quote for the seven town insurance. Mr. Bishop is also an option for providing insurance. S.Huizenga suggested the annual meeting should be a target date. The Insurance Committee will follow up with both agents.

IX. Adjournment. S.Fuest made a motion to adjourn this evenings meeting. The motion was seconded by M.Zimmerman and unanimously carried. The meeting adjourned at 9:09 p.m.

Respectfully submitted:
Carolyn Spetland