

**ADVISORY COUNCIL ANNUAL REPORT**  
to the  
**Department of Public Utility Control**  
**Ten Franklin Square**  
**New Britain, CT 06051**  
of the State of Connecticut

**Twelve-month period ending December 31, 2009**

Name of Advisory Council	Cable Advisory Council SCC a.k.a 7TownTV.org
Mailing Address	P.O.Box 248 North Branford, CT 06472-0248
Telephone	203.294.4273 (Chairman – Home)
E-Mail Address	chairman@7TownTV.org
Contact Person	Susan Huizenga, Chairman
Towns Served	Branford, East Haven, Guilford, Madison, North Branford, North Haven and Wallingford
Cable Franchise Holder	COMCAST

With changes in 2008 noted.

Names of Council Members	Titles
Susan Huizenga -Wallingford	Chairperson
Marie Saddig – East Haven	Vice Chairperson/Secretary
Peter Garofalo –Guilford	Treasurer
John Elliott Peter Lombard (eff. 11/2008) Peter Hugret (eff. 11/2008)	Town of Branford Advisor
William (Bill) Golambiski Frances Caprio Foley (eff. 3/2008)	Town of East Haven Advisor
Joel Parker (eff. 3/2008)	Town of Guilford
Mary Bigelow	Town of No. Branford Advisor
No appointees	Library Advisor
No appointees	Town of No. Haven
No appointees	Town of Madison
No appointees	BOE Advisors
	Refer to
	<a href="http://www.7towntv.org/advisors.html">http://www.7towntv.org/advisors.html</a>

This report is mandatory per § 16-331c of the General Statutes of Connecticut  
and § 16-333-30 of the Regulations of Connecticut State Agencies

<b>Council Meeting Dates*</b>	<b>Location</b>
January 22, 2009	No. Branford Town Hall
February 2009	Attend Local PEG and/or BOE Meetings
March 26, 2009	No. Branford Town Hall
April 23, 2009	Totoket TV - 999 Foxon Rd. Unit 31 No. Branford
May 26, 2009	Madison Community TV - 6 Campus Drive Madison
July 9, 2009	WPAA – <b>Annual Meeting</b> - 128 Center St. Wallingford
July 30, 2009	ETV - 400 Coe Ave. East Haven
August 27, 2009	BCTV - 40 Kirkham St. Branford
September 25, 2009	GCTV - 29 Soundview Dr. Guilford (cancelled)
October 23, 2009	Cancelled No Quorum NHTV -127 Washington Ave No. Haven
Nov 2009	Executive Committee Only
	<a href="http://www.7towntv.org/schedule2009.html">http://www.7towntv.org/schedule2009.html</a>
	<a href="http://www.7towntv.org/schedule2010.html">http://www.7towntv.org/schedule2010.html</a>

\*Attach minutes of meetings

### **SUMMARY OF COUNCIL ACTIVITIES:**

Include any comments or concerns not reflected in meeting minutes, including identification of member vacancies (attach sheets if needed)

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Our Web Site 7TownTV.org continued to serve as a resource for Comcast subscribers, PEGS Organizations, access producers and classroom teachers. It includes a per town page kept current with basic information about town specific PEG organizations. information about CACSCC such as Advisors, minutes, CACSCC recognition and educational programs and other related resources.

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CACSCC handled data preparation for renewal umbrella Broadcaster Errors & Omissions Policy for the PEG organizations and their web sites. To encourage Board & Staff training - Insurance payment discounts were approved for PEG stations participating in ACM-NE Conference on Nov 7<sup>th</sup>: WPAA, ETV are eligible for discounts.

In response to U-Verse interconnect activity, operational policy recommendations were made to PEGS at Sept. 2009 Meeting. A sample policy was distributed suggestion terminology changes like 'cablecast' to 'distribution'.

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Producer Support: The Council produced a educational program: **Community Producing It is Personal. It is Public.** Producer resource gift packs were distributed to all PEG organizations in August at the Annual Budget Review Meeting.

The Council actively monitored DPUC dockets related to the changing landscape of PEG services CACSCC maintained a PEGPETIA Summary on its home page, monitored DPUC dockets and responded to complaints against the company, producers and PEGS. As we transition into 2010 several cases on commercial use are pending review.

The Council was represented on the Statewide Video Council.

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Enclosures: 2009 Minutes (also available at <http://www.7towntv.org/min2009.html>)

Accounting of Financial Activities Twelve-month period ending December 31, 2009

Cable Advisory Council of South Central Connecticut, Inc.  
 Analysis of expense and income for calendar 2009

<hr/>		
Income		
Comcast Funding	2,000.0	
Interest	530.0	
<u>Total Income</u>		2,530.0
<hr/>		
Expenses		
Administrative:		
Recording Secretary	630.0	
Secretary of the State	25.0	
Web Hosting	115.0	
<u>Other Administrative</u>	321.0	
Community Outreach:		
Alliance for Community Media	1,150.0	
Initial Insurance Outlay for 7 Towns	3,550.0	
Total Expenses	5,791.0	<hr/>
Reimbursement for Insurance	(3,550.0)	<hr/>
Net Expenses		2,241.0
<b>Net Income</b>		<b>289.0</b>
<u>Cash in Bank</u>		
Certificate of Deposit	14,010.0	
Checking	<u>4,575.0</u>	
<b>Total Cash in Bank</b>		<b><u>18,585.0</u></b>

**FINANCIAL NOTES:**

In-Kind Services

Legal Notices for Meetings

Meeting facilities

-No Branford Town Hall and PEG Stations for designated meetings

Web Site Updates: Chairman \$800

Annual Meeting Ed Program Production: \$36

Use of computer/printer and office supplies: Chairman \$70



Date: **01/22/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **No Branford TV**  
 Call to Order **7:09 PM** Adjourn **8:45 PM Motioned by JE, Seconded by MB**  
 Roll Call **5 Towns/entities represented by 10 members [Quorum: 4 Towns, 7 Members]**

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford	✓			North Haven	
	Pete Lombard	Branford	✓			North Haven	
		Branford BOE				North Haven BOE	
	Marie Sadding	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	✓			Wallingford	
	Pete Garofalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Not Represented	Library	
	Not represented	Madison					
		Madison					
		Madison BOE					
4	John Bairos	Company- COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Welcome – new advisors.
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Oct 2008 Minutes & action
4	Executive Committee Report	S.H./ C.S./P.G	YearEnd Op Statement & CD
5	Comcast Report	J. Bairos	Comments on digital conversion, consumer item, Legislation and FCC
6	Deferred / Old Business (Including Committee Reports)	Advisors	Town Report – Highlights for 7TownTV.org PEGPETIA U-Verse Tech Options Phone Meetings.
7	New Business / Town Reports	Advisors	Ratify 2008 Report Legislation- any action to be taken HB 5095 ACM Membership – rate Committees (i.e. Web site, Annual Mtg)
8	Public Comments & Adjournment		Motion by JE Seconded by PG

----- MEETING MINUTES -----

Description	
1	Meeting hosted by North Branford Town. Welcome New Branford Advisors: Peter Hugret, . Peter Lombard. Individual introductions by each member for the benefit of the new members.
2	<ul style="list-style-type: none"> <li>a. Bank Statements and CD Maturity Notice</li> <li>b. PEGPETIA info via <a href="mailto:dpuc@7TownTV.org">dpuc@7TownTV.org</a> registration for docket updates</li> <li>c. Channel Program Changes</li> <li>d. SVC correspondence on meeting schedule, by-laws etc.</li> <li>e. Confirmation of Branford Appointees</li> <li>f. ACM NorthEast Membership Renewal</li> </ul>

	<p><b>g.</b> CACSCC 2008 Annual Report Reminder &amp; Submission</p>
3	<p><b>a.</b> Hard copies of Oct meeting minutes are available via Website. Reference copy available for review at meeting.</p> <p><b>b.</b> Motion to accept by JE. Seconded by MB. Adopted.</p>
4	<p><b>a.</b> Treasurer's report: Year-end statement e-mailed by treasurer.</p> <p><b>b.</b> Chairman defer to old new business discussions.</p> <p><b>c.</b> No reports from Secretary. Need for new members' contact information identified.</p>
5	<p>Comments on digital conversion, consumer item, Legislation and FCC</p> <ul style="list-style-type: none"> <li>• Pilot program for digital conversion in North Carolina did not do well and conversion may be moved to 06/12/09.</li> <li>• Comcast is making presentations at Senior centers regarding the conversion</li> <li>• AT&amp;T is doing aggressive sales, but with little customer service.</li> </ul>
6	<p><b>Town Reports</b>– Highlights for 7TownTV.org Advisor Action item</p> <p><b>PEGPETIA:</b> Updates for region are on 7TownTV.org in detail via link <a href="http://www.7towntv.org/7Town_PEGPETIA.pdf">http://www.7towntv.org/7Town_PEGPETIA.pdf</a>. Awards by town are Wallingford \$79,491 - East Haven \$52,706 , Branford \$43,181 , North Haven \$60,500 . No applications submitted for No. Branford , Guilford , Madison</p> <p><b>U-Verse</b> Tech Options: Comparison of VBrick and Digital Rapids was a planned resource to be prepared for local PEGS. Document prepared by DiscoverVideo LLC a VBrick company was reviewed by advisors. The addition of contact information was requested. Prep for distribution was identified as Action Item. <b>Other U-verse updates:</b> Meeting Schedule for Statewide Video Council on 7TownTV.org. Question about Leased locations and ATT hard-line issues was asked at SVC Meeting but not captured as actionable item in minutes. Written follow-up pursued.</p> <p><b>2009 CACSCC Meeting Schedule:</b> Review (Phone Meetings) There are no planned telephone meetings. Telephone will be a bad weather meeting option. March Meeting approved for No. Branford Town Hall</p>
7	<p><b>a. CACSCC 2008 Report</b> was prepared by Exec Committee and his on the home page of the 7TownTV.org. The advisors decided there was no reason to ratify as the document includes previously approved minutes and the Financial Statement approved at this meeting. not to ratify the</p> <p><b>b. Legislation-</b> should action to be taken related to <b>HB 5095</b></p> <p>The grant program for equipment upgrades created with legislation last year – PEGPETIA will have funds to be discontinued if passed as is ...via HB5095 per Sec. 19. (<i>Effective from passage</i>) Notwithstanding the provisions of section 16-331cc of the general statutes, the sum of \$2,000,000 shall be transferred from the public, educational and governmental programming and education technology investment account and credited to the resources of the General Fund for the fiscal year ending June 30, 2009</p> <p><b>c. ACM Membership</b> – discussed and motion made and acted upon.</p> <p><b>d. Committees</b> (i.e. Web site, Annual Mtg): No Committee was established.</p> <p><b>e.</b> Update on Google Video which had been documented by FF as possible <b>venue for Internet Distribution of Government Meetings</b>. Existing Videos will remain published but Google has discontinued support of this resource which was only more than 10 minute.</p> <p>7TownTV.org does not have capacity for long videos but PEGS and producers can submit video that represents PEG news or includes How to information.</p>
8	No public comments. Adjourn at 8:45 pm

----- MOTIONS / ACTION ITEMS -----

Business	Motion	By	Vote
OLD	To adopt October Minutes	JE 2 <sup>nd</sup> by MB	Passed Abstained all not in attendance in Oct.
OLD	To adopt Financial Statement	JE 2 <sup>nd</sup> by MS	Unanimous - Passed



Business	Motion	By	Vote
New	To authorize ACM Member payment in the basic membership in te amount of \$ 575 and contribution for payment to the amount allocated in the budget of \$1150	JE 2 <sup>nd</sup> by FF.	Unanimous - Passed
New	To direct the Chairman to write to the CT Legislature Energy & Technology Committee –the Committee responsible for HB5095 expressing concerns about fairness, continuity and long-term financial insecurity that results from moving gross receipt tax collected for PEGPETIA via PA 07-253 to General Fund. Include reference to consumer impact on cable rates.	JE 2 <sup>nd</sup> by PL.	Unanimous - Passed

**----- NEXT STEPS / ACTION ITEMS -----**

	Description	Assigned To	Due Date
1	OCT Item: Research for free webinars on related technologies for Advisors to participate to get experience.	Susan	Done
2	OCT Item: Exec Committee: Annual DPUC Report	Susan	Completed
3	Jan Item: <a href="#">Advisors to submit Highlights for web site</a>	All Advisors	ASAP
4	Jan Item: <a href="#">Advisors to consider possible topics and formats for Annual mtg within the budget amount of \$250 or less</a>	All Advisors	Suggestions to be reviewed in March Meeting
5	Jan Item: <a href="#">Update 2009 Calendar on Website and in Download Schedule</a>	Susan	ASAP
6	Jan Item: <a href="#">Schedule Meeting Room for No Branford Town All</a>	Mary	For March
6	Jan Item: <a href="#">New Members advised contact info needed and By-laws available for review on website.</a>	P.L. /P.H	Before March Meeting



Date: **03/26/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **No Branford TV**  
 Call to Order **7:19 PM** Adjourn **8:47 PM**  
 Roll Call **5 Towns/entities represented by 6 members [No Quorum: Need 4 Towns, 7 Members]**

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford	R			North Haven	
	Pete Lombard	Branford	N			North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	R			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	R			Wallingford	
	Pete Garofalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Not Represented	Library	
	Not represented	Madison					
		Madison			Guest	Roger Buckridge, Totoket TV	
		Madison BOE					
4	John Bairos	Company- COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Informal discussion of correspondence until call to Order –No Quorum – No Public Comments
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Jan 2009 Minutes & Action to Table
4	Executive Committee Report	S.H./ C.S./P.G	Op Statement & CD Update Insurance Update -Billing
5	Comcast Report	J. Bairos	Comments on No Branford Customer Service – long lines, Support for ClassicArts Summer Schedule
6	Deferred / Old Business (Including Committee Reports)	Advisors	All official Business Deferred
7	New Business / Town Reports	Advisors	Router Revisited, Madison Docket
8	Public Comments & Adjournment		Motion by JE Seconded by PG

----- MEETING MINUTES -----

Description	
1	Meeting hosted by North Branford Town. Welcome New Branford Advisors: xxx
2	<ul style="list-style-type: none"> <li>a. Bank Statements</li> <li>b. Insurance renewal (See Treasurer Report)</li> <li>c. Community Access Provider Report Feb 13: Comcast reply with status: Protective Order per 16-331 a(i) Proprietary material which is consistent with ATT U-verse filing</li> <li>d. Channel Program Changes – Jan 27 and Feb 20 leased Access moved from 96 to 190 –still basic but requires a converter box – Mar 13</li> <li>e. 2 misdirected customer payments given to Comcast at Meeting and 1 delivered to Comcast customer service – See Comcast Report</li> <li>f. Comcast asked local PEGS to include 7TownTV Meeting on the Bulletin Boards – CACSCC</li> </ul>

	<p>Copied</p> <ul style="list-style-type: none"> <li><b>g.</b> Customer Letters – Towns represented Guilford / No Haven Issues were about Bundle changes/charges ...</li> <li><b>h.</b> Madison Subscriber in Guilford PEG cablecast area – DPUC filing – See Comcast Report</li> <li><b>i.</b> Router Use correspondence –telephone, emails, letter before &amp; after program airing date</li> <li><b>j.</b> SVC correspondence on meeting schedule, by-laws etc. Meeting 3.25.09 (See New Business)</li> <li><b>k.</b> ACM NorthEast Membership Renewal Paid # 20459</li> <li><b>l.</b> PEG Annual Reports received – NHTV, Branford, Wallingford Government</li> <li><b>m.</b> No. Branford : BOE wants written request from CACSCC Chair about advisor vacancy</li> </ul>
3	<p>The Minutes for 2009 are on this new web page:  <a href="http://www.7towntv.org/min2009.html">http://www.7towntv.org/min2009.html</a></p>
4	<ul style="list-style-type: none"> <li><b>a.</b> Treasurer's report: Year-end statement e-mailed by treasurer. CD rolled over when it matured. Insurance Invoices are prepared at \$510 per town and distributed to those in attendance. Follow-up by mail is next step.</li> <li><b>b.</b> Chairman deferred all old &amp; new business for action.</li> <li><b>c.</b> No reports from Secretary. Chairman does not have complete contact information for New Advisors.</li> </ul> <p>Insurance Information updates on this web page: Including renewed 2009 policy.  <a href="http://www.7towntv.org/specialbus.html">http://www.7towntv.org/specialbus.html</a></p>
5	<p>Basic Tier channel numbers can they exceed 100? Yes And a converter box is needed to view. Special offers include digital starter program or new value plan?</p> <p>When channels have name changes are these changes coming from Broadcaster? YES</p> <p>Music Choice Customer notice – realignment  WNYW-Fox channel 15 – no longer available in Basic Tier due to FCC approval not to carry 2 Fox stations in same coverage area/package.</p> <p>HD Triple Play price reductions notice to DPUC  NFL Network update ... talks to renew for May</p>
6	<p><b>Town Reports</b>– Highlights for 7TownTV.org Advisor Action item pending from a few towns.</p> <p><b>U-Verse</b> latest contract on Wallingford page.</p>
7	<ul style="list-style-type: none"> <li><b>a. July Mtg – request date change from Jul 23 to 30<sup>th</sup> ETV Location</b> Chairman will be at ACM National Conference in Oregon and may not be back by 23<sup>rd</sup> .</li> <li><b>b. Legislation-</b> Here is the current legislative agenda with links.  <a href="#">HB05051</a> AN ACT CONCERNING THE DEPARTMENT OF PUBLIC UTILITY CONTROL'S OVERSIGHT OF AND RESPONSIBILITY FOR COMMUNITY ACCESS TELEVISION.  <a href="#">HB05988</a> AN ACT CONCERNING COMMUNITY ACCESS PROGRAMMING AND FUNDING.  <a href="#">HB06004</a> AN ACT CONCERNING COMMUNITY ACCESS FUNDING.  <a href="#">HB06102</a> AN ACT PROMOTING COMPETITION AMONG COMMUNITY ACCESS PROVIDERS.  <a href="#">HB06132</a> AN ACT PROMOTING PUBLIC ACCESS TELEVISION.  <a href="#">HB06604</a> AN ACT CONCERNING PUBLIC ACCESS TELEVISION CHANNELS.  <a href="#">SB00667</a> AN ACT CONCERNING CABLE TELEVISION FUNDING FOR LOCAL ACCESS TELEVISION.  <a href="#">HB06128</a> AN ACT CONCERNING THE REGULATION OF CERTAIN CABLE TELEVISION RATES..  <a href="#">SB00590</a> AN ACT CONCERNING PUBLIC, EDUCATION AND GOVERNMENT PROGRAMMING.  <a href="#">HB06132</a> AN ACT PROMOTING PUBLIC ACCESS TELEVISION.</li> <li><b>d. Committees</b> (i.e. Web site, Annual Mtg): No Committee was established.</li> </ul>

	We had correspondence on the router. Here is where our information on the router is located. <a href="http://7towntv.org/7town_Router.html">http://7towntv.org/7town_Router.html</a> It is unchanged and not updated since 2004.
8	No public comments. Adjourn at 8:47 pm

----- MOTIONS / ACTION ITEMS -----

Business	Motion	By	Vote
Continued for April	To adopt Jan Minutes	No Quorum	No Updates or changes Identified
Continued for April	To adopt Financial Statement	No Quorum	No Updates or changes Identified

Business	Motion	By	Vote
New	To modify Meeting schedule in July to 5 <sup>th</sup> Thursday.		Agreed

----- NEXT STEPS / ACTION ITEMS -----

	Description	Assigned To	Due Date
1	Jan Item: Advisors to submit Highlights for web site	Madison –Susan No. Branford – Mary ETV- Bill	ASAP
2		Susan	
3		All Advisors	Received from Guilford only
4	Jan Item: Advisors to consider possible topics and formats for Annual mtg within the budget amount of \$250 or less	All Advisors	Suggestions to be reviewed in March Meeting
5	Jan Item: Update 2009 Calendar on Website and in Download Schedule	Susan	Done
6		Mary	Done
6	Jan Item: New Members advised provide contact info needed and review By-laws available on website.	P.L. /P.H	Incomplete



Date: **04/23/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **No Branford TV**  
 Call to Order **7:10 PM** Adjourn **x:xx PM**  
 Roll Call **5 Towns/entities represented by 9 members [No Quorum: Need 4 Towns, 7 Members]**

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford	✓			North Haven	
	Pete Lombard	Branford	✓			North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	✓			Wallingford	
	Pete Garofalo	Guilford				Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Not Represented	Library	
	Not represented	Madison					
		Madison			Guest	Richard Bigelow, Roger Buckridge, Totoket TV	
		Madison BOE					
4	John Bairos	Company- COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Informal discussion of correspondence until call to Order –No Quorum – No Public Comments
2	Log of Correspondence	Chairman	Chairman Updates
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6	Deferred / Old Business (Including Committee Reports)	Advisors	All official Business Deferred
7	New Business / Town Reports	Advisors	Router Revisited, Madison Docket
8	Public Comments & Adjournment		Motion by JE Seconded by PG

----- MEETING MINUTES -----

Description	
1	Meeting hosted by North Branford Town. Welcome New Branford Advisors:  Richard/Roger – general comment: Having a hard time recruiting producers. Would like to find people to do independent projects. Help?
2	<ul style="list-style-type: none"> <li>a. ACM NorthEast Conference info Burlington VT May</li> <li>b. WPAA delay in filing DPUC Report</li> <li>c. April 10 Channel Program Changes –</li> <li>d. ETV Outage support – contact info</li> </ul>

	<p>e. Correspondence Madison Sub in Guilford PEG cablecast area – DPUC filing – Docket 09-04-25</p> <hr/> <p>Record journal called about dropping channel 15. Was any other Advisor contacted for any cable business? Joel says he wrote some emails to which chairman that have not been replied to yet. He asked to review items at meeting. Do you need digital boxes to receive channel 13. Do the PEG stations need any special equipment for the digital conversion change? NO. (You only need a digital box for channels over 100 and on the basic tier. There will continue to be program changes like this one and others seen over the past year..</p> <p>An aside- U-verse is moving in Guilford.</p>
3	<p>The Minutes for 2009 are on this new web page: <a href="http://www.7towntv.org/min2009.html">http://www.7towntv.org/min2009.html</a></p> <hr/> <p>Notes from January and March (which was not a quorum) need to be moved for approval.</p> <p>John Elliot makes a motion to accept the minutes – seconded by Fran Foley. No discussion. Put to a vote. All vote yes.</p>
4	<p>Pete is absent for treasurers report. But the report was distributed in advance of the meeting. No major activity since last month. He summarized that the CD is maturing in July.</p> <p>John Elliot asks about the balances are – total projected surplus \$19,466.75</p> <p>Did any organization pay their insurance? (Yes) Branford, North Haven. Chairman needs to go to mail box and deposit whatever has been sent.</p> <p><b>Susan says she did not pick up the insurance Bill for Wallingford</b></p> <p>Possible expenditures between now and end of year – acm dues and recording secretary... budget for annual meeting... will entertain any ideas for the spending of the projected surplus. Some dependencies on outcome of Docket 09-04-25.</p> <p>Participation in the DOCKET on Communitu Access Payment Review Process. Process is not improving but is predictable!</p> <p>CPI index is readily available for Comcast to budget with.</p> <p>\$7.10 application</p> <p>No customer correspondence. Did receive the inquiry about channel 15 – not being in the neighborhood.</p>

5	<p>COMCAST Report – Channel 15 Inquiries</p> <p>Channel 15, and TIC 61 – TIC petitioned the FCC for over rights of broadcast. Any programming from FOX NY would have been blocked out. So Comcast decided to just eliminate the FOX NY channel and keep the Hartford channel. Thinks that channel 61 should still carry the NFC game (not guaranteed to be giants)</p> <p>Will additional program be considered to use this capacity (susan)?</p> <p>Channel 13 which just moved from analog to digital – local pbs channel has right to remain analog or digital. CPTV has requested to remain analog.</p> <p>WNET kids 13, WNET VME, WNET Hi-def have all been added by moving to digital. But are no longer on the basic tier – without owning a box. But are basic – with the box.</p> <p>Will Comcast be offering a box for up to a year for free (to anyone with a problem). John is uninformed and unable to respond.</p> <p>Sports overflow channel created out of conflict of playoff hockey vs baseball – for boston sports.</p> <p>(Susan: total complain max is 12 letters... sports fans... rates issues... cspan viewers... in that order... has consistently been resolved to viewer satisfaction... so cannot be upset with Comcast.)</p> <p>Still negotiating with NFL network – now before the FCC. Last year placed it on sports tier to change cost to viewer ... \$7.95.</p> <p>Question: Will Comcast be covering ladies huskies UCONN basketball. John: perhaps in the future. In talks with ESPN</p> <p>Joel: if you have cable you don't need a converter box but you need a digital box if you need certain channels. But people need to pay 60 dollars for basic tier? John: No. If an individual has their TV connected to cable they will not lose their signals.</p> <p>A person without a digital converter box today, who used to see pbs,</p> <p>The converter box and the digital box are different. The digital box is the only one that applies to Comcast. It is required if your tv is not cable ready for digital programming. And if you do not have a box or a cable ready digital tv as programs change to above a 100 you will lose the potential of viewing channels that are still defined as being on the basic tier.</p>
6	<p><b>Town Reports</b>– Highlights for 7TownTV.org Advisor Action item pending from a few towns.</p> <p><b>U-Verse</b> latest contract on Wallingford page.</p> <p>-----</p> <p>U-verse mystery check. Not losing money, but no way to know if they are fudging numbers and cheating anyone.</p> <p>Granicus – how they proposed using their system opposes the contract they made us sign. Also, not enough bandwidth... defies laws of physics.</p> <p>Must think ahead to annual meeting.</p> <p>Comments or corrections on board of education letter? None. Commitment to pass letter on to board advisor, Branford, north Branford, east haven, Wallingford, Guilford</p> <p>Legislative action, couple of bills are making some level of progress through legislature.</p> <p><a href="#">HB06132</a> &amp; <a href="#">HB06604</a> are they good or bad? Rather confusing.</p> <p><a href="#">HB06604</a> : Narrowing scope of peta funds. But unsure about what they are considering “narrowing”</p>

Seems they are "narrowing" down the field to only people who file for DPUC are allowed PEG grant money – which cuts out all individual producers.

Suggests each town write a letter to their legislature to inquire about future funding constraints.

[HB06132](#) : most of this bill is already standard practice.

Madison resident wants to watch PEG but can't – correspondence nightmare. Comcast is obligated to provide them the opportunity to see PEG – but not responsible to provide them with the full service/cost. Is there any work around for this particular family? If they have internet access and the peg station can be put on the internet – then they might be willing to accept that as a solution. WPAA as a vbrick 24/7 on internet. Madison has website. We can suggest to Comcast that they help underwrite Madison the capability to also use vbrick – this may solve the problem. Roger informs the group that any such move would have to be navigated through the actual town.

Are all of the channels potentially interested in 24/7 internet capacity?

What if a producer doesn't want their show on the internet? (marie, east haven) Susan: I don't know. Does that beast even exist? Should put it into the original contract producers sign – that shows will be broadcast on internet...

It has to be part of your policy documents – acknowledge that you have two distribution streams.

Do we have to inform the public? When doing direct interviews and so forth – a general release form serves the purpose. Individual producer responsibility.

But do we have an obligation to notify the general public that public access tv will be broadcast on the internet?

Must be on forms and policies and you will be better served by informing your public. But as soon as you move to u-verse – you are not required to make any statement.

E-tv very concerned about liability concerns over broadcasting on the internet.  
Insurance liability does cover internet a no additional cost.

Take possibly 14 out of 19 thousand surplus to become internet ready.

Roger points out the major cost will most likely be the video server.

V-brick is currently providing that cost as a donation.

Is this a possible way of doing the next shared service project???

V-brick one time purchase – but what is the ongoing annual cost?

Susan will open discussions with V-brick – please discuss in each of your towns if you see this as a feasible possibility.

Annual meetings discussion: In Wallingford.

Do we have an interest in doing an educational program? And ideas?

Richard has an idea for a program that shows people being taught how to edit, handle cameras, etc.. and then some short pieces (2-3 min) of the parade or veterans day ceremony, other slices of life in production. MARKETING PIECE.

Is there a talking head out there for this annual meeting? – otherwise we just have the business meeting with no talking head.

Everyone is asked to do some research and get back in touch about this issue.

A panel of speakers, elected official who has used public access, an independent producer, someone from education. People from different walks of life who use public access – and how important it is.

How about just independent producers. Pete and joel (experienced and new)... plus the adventurous bill!

	<p>Good idea. People behind it.</p> <p>Skip June. Do July 9<sup>th</sup> and July 30<sup>th</sup>.</p> <p>Motion for annual meeting and independent producer educational program on July 9<sup>th</sup> and no meeting in June, and meeting on July 30<sup>th</sup> by John Elliot. Marie Seconded.</p> <p>Bill, Pete, Joel are the talent – Houston as moderator. ON THE PARADE GROUND.</p> <p>8-8:30 requesting router support from Comcast and from each town.</p> <p>We can adopt the current officers in moving forward and hope for more bodies. If no one in the room wants to be an officer. Put forward the slate right now.</p> <p>John Elliot, the nominating committee chair, motions that the officers remain the same for the next year. And that we confirm that at the annual meeting. Francis seconds the motion.</p> <p>Joel motions to adjourn. John Elliot Seconds.</p>
7	
8	No public comments. Adjourn at 9:10 pm

----- MOTIONS / ACTION ITEMS -----

Business	Motion	By	Vote
Continued for April	To adopt Jan Minutes	No Quorum	No Updates or changes Identified
Continued for April	To adopt Financial Statement	No Quorum	No Updates or changes Identified

Business	Motion	By	Vote
New	To modify Meeting schedule in July to 5 <sup>th</sup> Thursday.		Agreed

----- NEXT STEPS / ACTION ITEMS -----

	Description	Assigned To	Due Date
1	Jan Item: <a href="#">Advisors to submit Highlights for web site</a>	Madison –Susan No. Branford – Mary ETV- Bill	ASAP
2		Susan	
3		All Advisors	Received from Guilford only
4	Jan Item: <a href="#">Advisors to consider possible topics and formats for Annual mtg within the budget amount of \$250 or less</a>	All Advisors	Suggestions to be reviewed in March Meeting
5	Jan Item: <a href="#">Update 2009 Calendar on Website and in Download Schedule</a>	Susan	Done
6		Mary	Done



6	Jan Item: New Members advised provide contact info needed and review By-laws available on website.	P.L. /P.H	Incomplete
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Date: **05/28/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **Madison Cable Access**  
 Call to Order **7:10 PM** Adjourn **8:05 PM**  
 Roll Call **4 Towns/entities represented by 5 members** [No Quorum: Need 4 Towns, 7 Members]

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford				North Haven	
	Pete Lombard	Branford				North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	R			Wallingford	
	Pete Garofalo	Guilford	R			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Not Represented	Library	
	Not represented	Madison					
		Madison			Guest	Roger Buckridge, Totoket TV	✓
		Madison BOE				Ken Jansen	✓
4	Stephen P. Fitzgibbons	Company- COMCAST	✓			Curt Huizenga	✓

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Informal discussion of correspondence until call to Order -No Quorum - No Public Comments
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Jan 2009 Minutes & Action to Table
4	Executive Committee Report	S.H./ C.S./P.G	Op Statement & CD Update Insurance Update -Billing
5	Comcast Report	J. Bairos	Comments on No Branford Customer Service - long lines, Support for ClassicArts Summer Schedule
6	Deferred / Old Business (Including Committee Reports)	Advisors	All official Business Deferred
7	New Business / Town Reports	Advisors	Router Revisited, Madison Docket
8	Public Comments & Adjournment		Motion by JE Seconded by PG

----- MEETING MINUTES -----

Description	
1	Welcome by Abigail White. Quick overview of recent technology upgrades. Introduction of quest Board member: Ken Jansen
2	CACSCC received the East Haven and the Madison annual report.  CACSCC also received insurance payments from East Haven, North Branford, North Haven, and Wallingford. Deposited. Bank Statement did not reflect deposits. Madison's payment is in the mail. Guilford & Branford follow-up needed.

	<p>Several items from Robinson and Cole – attorneys from Comcast – related to the Madison Customer getting Guilford PEG. Other correspondence received; COMAST summary of program changes. The ACM (alliance for community media) international conference and exhibition notice arrived. Chairman Huizenga transferred 3 pieces of correspondence to Comcast</p>
3	<p><b>No quorum. Deferred. Some corrections noted for recording Sect to fix. Treasure distributed statement via email.</b></p>
4	<p>Chairman reported on attending ACM No. East and the focus on Broadband. Well covered on Internet. Go here. <a href="http://www.acm-ne.org/">http://www.acm-ne.org/</a>  Legislative update distributed. HB6404</p>
5	<p>Comcast to Towns:  Comcast recently announced the students who won their award – 3 of them. 2 from Wallingford (Sheehan and Lyman)  Comcast signed an agreement with ESPN U and the NFL Network.  Towns to Comcast:  East Haven: Channel 20 relocation issues – addressing them to Comcast. Half job done, waiting for David, and emailed John. Nothing can be moved until job finished. Regular cable service has been disconnected – causing varying annoyances and problems and lots of travel. (Stephen P. Fitzgibbons gave his card and asked for an email – he will take care of the problem)  North Branford:  Loads of Channel 13 issue complaints. Fitzgibbons asks that when they talk to Comcast – they don't call just to complain but ask for the deal that is available... if they receive the new box – they will have channel 13!</p>
6	<p>Annual year meeting.  Usual annual business 7:00-7:30 Show 7:30 – 8:30  Tentative title: On the Parade Ground: Community Producing  Bill – Field Production 27 Years (first show 1992) Joel – Research Project Oriented (in studio) (1 year) Pete – Interviewer / Host (news oriented)... in field and studio. (5 years... longer history in communications and radio)</p>
7	<p>Town Reports:  East Haven:  Got Grant check and equipment - hired high school girl to help run community bulletin board etc... using funds from government to help pay her cost. Youth Services is up and running and preparing for first large project (town wide talent show).  North Branford:  Still working on hooking up town hall - straight to studio, seen live (couple more</p>

	<p>months... but progress).</p> <p>High school internships in development.          Training (72 hrs worth).          Programs produced in studio (15 in the past month).</p> <p>Wallingford:          U-verse goes live May 28<sup>th</sup>. Challenging process. Date by Date on Website.          Mobile kit for live from anywhere programs now available. Training required to borrow.</p>
8	Roger Shrugged Shoulders, Smiled tentatively. No public comments. Adjourn at 9:10 pm

**----- MOTIONS / ACTION ITEMS -----**

Business	Motion	By	Vote
Continued for June	To adopt April Minutes	No Quorum	
Continued for June	To adopt Financial Statement	No Quorum	

Business	Motion	By	Vote

**----- NEXT STEPS / ACTION ITEMS -----**

	Description	Assigned To	Due Date
1	Jan Item: <a href="#">Advisors to submit Highlights for web site</a>	Madison –Susan No. Branford – Mary ETV- Bill	ASAP
2	Schedule Annual Meeting with local station if they are interested.	Susan	ASAP
3	Schedule ClassicArts if Comcast supports.	Susan/John B.	ASAP
4	CACSCC Payment F/U	John B.	ASAP



Date: **06/09/09**  
 Scheduled Time: **7:00 -8:30 PM MONTHLY** Location: **Wallingford**  
 Call to Order **7:15 PM** Adjourn **7:25 PM**  
 Roll Call **4 Towns/entities represented by 7 members [Quorum: Need 4 Towns, 7 Members]**

#	Attendees	Town		#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford	R			North Haven	
	Pete Lombard	Branford	R			North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	T		Mary Bigelow	North Branford	R
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	✓			Wallingford	
	Pete Garofalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Not Represented	Library	
	Not represented	Madison					
		Madison			Guest	Roger Buckridge, Totoket TV	
		Madison BOE					
4	John Bairos	Company- COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided, T telephone

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman	Based on attendance/quorum –call Marie as preplanned to conduct meeting business.  Introduce new Recording secretary Jennifer Andreozzi to Advisors
2	Log of Correspondence	Chairman	Provide copies of agenda and all 2009 minutes to J.e to file with Branford. Defer all other business until July 30
3	Review / Accept Minutes	Advisors	Old Business
4	Executive Committee Report	S.H./ M.S./P.G	Defer to July 30. Chairman transferred bank paperwork to Treasurer. Including deposit info for Comcast Annual \$2,000
5	Comcast Report	J. Bairos	Updates on closure on Customer Service Issues, Filing with DPUC on Guilford docket, Marketing like Red Sox – On Demand.
6	Deferred / Old Business (Including Committee Reports)	Advisors	After all pending minutes approved all official Business Deferred. See motions.
7	New Business / Town Reports	Advisors	Nomination: See motions
8	Public Comments & Adjournment		Meeting to be copied on DVD for distribution.

----- MEETING MINUTES -----

Description	
1	Meeting hosted by Wallingford. Wallingford. Staff provided program crew support.  Focus: Presentation of Annual Meeting Educational program. Community Producers: It is Personal. It is public.
2	Comcast Annual payment & Program changes received.

3	All minutes adopted as posted to the web page: <a href="http://www.7towntv.org/min2009.html">http://www.7towntv.org/min2009.html</a>
4	Next Meeting July 30 in East Haven.
5	Approve minutes.
6	Nominations. Education program.
7	No public comments. Adjourn at 9:10 pm

----- MOTIONS / ACTION ITEMS -----

Business	Motion	By	Vote
Housekeeping	Adopt all minutes as posted for 2009.	Pete G. 2 <sup>nd</sup> by F.F.	unanimous

Business	Motion	By	Vote
Nomination of Officers	To adopt slate of current officers to continue service in the same roles.	J.E. 2 <sup>nd</sup> by F.F.	unanimous

----- NEXT STEPS / ACTION ITEMS -----

	Description	Assigned To	Due Date
1	Updates of website based on requests	Susan	As Requested.
2	Allocation of \$250 Annual Meeting Budget.	Exec Committee	July Meeting
3		All Advisors	Received from Guilford only
4			

Cable Advisory Council of South Central Connecticut  
 Finances for Fiscal Year Ending June 30, 2009

	Proposed			Projected
Income:	<u>Budget</u>	<u>June</u>	<u>Total</u>	<u>Expenses</u>
Funding from Comcast	2,000.00		-	2,000.00
Interest	750.00	41.25	602.74	147.26
Donations/Contributions	75.00		-	75.00
Total Projected Income	2,825.00		602.74	2,222.26
Transfer from Surplus				
<b>Total Income</b>	<b><u>2,825.00</u></b>	<b><u>-</u></b>	<b><u>602.74</u></b>	<b><u>2,222.26</u></b>
 Expenses				
<u>Administrative</u>				
Recording Secretary's Fee	900.00		630.00	270.00
Recording Secretary/Other	-		-	-
Copies/Postage	100.00		-	100.00
PO Box Rental	36.00		54.00	(18.00)
FMV Comcast	200.00		-	200.00
Secretary of State	<u>25.00</u>		<u>-</u>	<u>25.00</u>
Total Administrative	1,261.00	-	684.00	577.00
 <u>Shared Services</u>				
Alliance for Community Media/Membership	1,150.00		1,150.00	-
Insurance	3,750.00		3,550.00	200.00
Contribution from PEGs for Insurance (from 08)	(1,940.00)		(1,940.00)	-
Contribution from PEGs for Insurance (from 09)	<u>(3,750.00)</u>	(2,040.00)	<u>(2,040.00)</u>	<u>(1,710.00)</u>
Total Shared Services	(790.00)		720.00	(1,510.00)
 <u>Total Outreach</u>				
Annual Meeting expenses	250.00		60.00	190.00
Web Site Hosting/Maintenance	120.00		95.40	24.60
FMV of meeting accomodations, etc.	<u>600.00</u>		<u>50.00</u>	<u>550.00</u>
Total Expenses	970.00		205.40	764.60
 Miscellaneous Expenses				
	<u>119.00</u>		-	119.00
Total Expenses	1,560.00	-	1,609.40	(49.40)
 <u>Less: In-Kind Services Provided</u>				
FMV of meeting accomodations, etc.	(600.00)		50.00	(650.00)
FMV Comcast	(200.00)		-	(200.00)
Other In-Kind (copies, etc.)	<u>(100.00)</u>		<u>(100.00)</u>	<u>-</u>
Total In-Kind Support	(900.00)	-	(50.00)	(850.00)
 <b>Net Total Expenses</b>	 <b><u>660.00</u></b>	 <b><u>-</u></b>	 <b><u>1,559.40</u></b>	 <b><u>(899.40)</u></b>
 <b>Projected Surplus</b>	 <b><u>2,165.00</u></b>		 <b><u>(956.66)</u></b>	 <b><u>3,121.66</u></b>
 <u>Analysis of Overall Surplus</u>				
Current Main Account Balance at 6.30.09	2,885.65			
Deduct: Open expenses	0.00			
CD at 5/22/09 (Matures 7/09)	<u>13,712.52</u>			
Total Cash on Hand	16,598.17			
 Projected Remaining Surplus/(Expenses)				
<b>Total Projected Surplus at Year-End</b>	<b><u>16,598.17</u></b>			

Respectfully Submitted,



Pete Garofalo  
 Treasurer/CACSCC



Date: **07/30/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **ETV – East Haven**  
 Call to Order **7:30 PM** Adjourn **8:15 PM Motioned by F. F**  
**Seconded by P.G**  
 Roll Call **5 towns/entities, represented by 7 Members [Quorum Metrics: 4 Towns, 7 Members]**

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	R		Not represented	North Haven	
	Peter Hugret	Branford	✓			North Haven	
	Pete Lombard	Branford	N			North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	✓			Wallingford	
	Pete Garfalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Guests	Roger Buckridge, Totoket TV/Madison	
	Not represented	Madison				Walter Mann – NHTV, BCTV	
		Madison				Fred Brow, ETV	
		Madison BOE				Curt Huizenga, WPAA	
		Library					
	Sharon L. Codeanne	Company-COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- **AGENDA TOPICS** -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Site visit ETV Host, welcome & buffet diner
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Minutes distributed – No corrections
4	Executive Committee Report	S.H./ M.S./P.G	Treasurer and budget document
5	Comcast Report	<b>Sharon L. Codeanne</b>	Government & Community Relations Manager Western NE Region
6	Deferred / Old Business (Including Committee Reports)	Advisors	Review of Education Event
7	New Business / Town Reports	Advisors	Aug 27 <sup>th</sup> meeting at BCTV
8	Public Comments & Adjournment		Motion by Fran Seconded by All

----- **MEETING MINUTES** -----

Description	
1	ETV welcome by Marie Saddig, Staff and current Chairman/Treasurer Fred Brow. Advisors/Comcast new to the facility got tours before meeting began. Staff introduced. Moment of Silence in honor of former Chairman of ETV, Anthony Proto.
2	<ul style="list-style-type: none"> <li>a. Guilford/Madison town line case – AT&amp;T Legacy to Comcast.</li> <li>b. Banking Statements and CD Roll-over notice.</li> <li>c. Inquiry from Democratic Leadership asked about regulation of schedules – told that there were Cablecast forums available at 7TownTV.org and process was 1<sup>st</sup> come, 1<sup>st</sup> serve. They want to do monthly/quarterly programming.</li> <li>d. Finalized the Classic Arts schedules for summer with interested Community Access Stations.</li> <li>e. ACM will be hosted in CT in November for Fall Conferences.</li> <li>f. Comcast Annual check received &amp; Deposited</li> </ul>

	<b>g.</b> Madison TV insurance reimbursement.
3	Hard copies of June meeting minutes distributed by Chairman – No corrections. Also the Financial Statements
4	<p><b>Presentation of the Budget Shared Services</b> by Chairman Huizenga</p> <p>An invitation to this meeting was extended to Community Access Staff (especially for towns without advisors) as this would be the time to request changes in planned underwriting of Shared Services or request new services from CACSCC for Community Access.</p> <p>a. Broadcasters Insurance Including Internet. Insurance is budgeted to be 100% reimbursed to CACSCC based on original plan to phase in cost with subsidies. This item could be acted upon as a change to budget via motion. No motion made. Each town pays 1/7 of the fees – total estimated at \$4000. (Note: Payment for insurance is due in March – plenty of time from when CD expires in January to figure out payment plan and budget adjustments if needed.)</p> <p>b. ACM Membership: Basic Organizational membership plus donation for legislative advocacy. Service allows all area producers to participate in Video Festivals /conferences at member rates.</p> <p>c. Web Site hosting and domain name. No expenditures for update or technical support.</p>
5	<p>a. Intro of Comcast rep. including towns New Haven and New London.</p> <p>b. 2 Customer Care items transferred to Comcast. This month's mail included 1 misdirected cable customer check due to bill design. It was delivered to No. Branford Service center with a note to have customer late fee credited. Copy of check and note provided to Comcast.</p> <p>c. Updates from Joel: Guilford looking for construction update for possible move of GTV – quote to be provided by Comcast next week.</p> <p>d. ESPN U being added to service; hopefully with compete against UVerse. No metrics available yet.</p>
6	<p>a. Review of Education Event done (7/9). This years' event was beset with several challenges. In spite of the technical flaws in audio, green screen, etc the product has solid content. PowerPoint also available via this link. Lessons Learned: Commitments to participate in committees needs to be taken seriously.</p> <p>b. Kudos: Shannon of GCTV and Joel. Both spent a considerable amount of time on identifying content related clips and preparing for inclusion in program; Thanks to Bill for getting in front of camera and participation in planning and permission to use Immigrant Eyes video clip. Thanks to Josiah Houston for participation in planning and Hosting. Thanks to Chairman Huizenga for back filling committee gaps (including panel participation &amp; clips) and developing supporting content for overall program.</p>
7	<p>a. Gift baskets distributed to each of the town to be used as desired in support of Community Producing. Baskets included 1 copy of CASCCC 2009 1 hour education program, 100 DVD-R, 100 paper sleeves, 100 clamshells and misc.</p> <p>b. Possible exchanging of the Northford P.O. Box key next meeting between Chairman &amp; Treasurer.</p> <p><b>Town Reports</b></p> <p>c. Local Access volunteers &amp; staff are making the News in local papers and it is paying off. The Sound (Newspaper) – Person of the Week. Activity in East Haven, No. Branford.</p> <p>d. Internships in Branford and North Haven working quite well; four high school students are doing well. Received grants from the Community Foundation of Greater New Haven.</p> <p>e. ETV – Doing youth programs in conjunction other local agencies that train about 12 middle school students. Developing an “East Haven’s Got Talent.” Also helping with fall festival, debate, and so forth. Enthusiastic, young blood – great for the station.</p> <p>f. Guilford considering moving the studio – GCTV planning to make a film out of the town parade.</p> <p>g. Hot political season in Wallingford. Hoping to do as well as GCTV in managing Political content programming. Wallingford Mobile Kit had its maiden voyage. This unique resource could be used by other towns for occasions that might call for Live Internet TV coverage.</p>
8	No additional public comments. Adjourn at 8:15

----- MOTIONS / ACTION ITEMS -----

Business	Motion	By	Vote
Old	Adopt Budget has prepared by Treasurer including Insurance costs being divided equally between seven towns.	Fran 2 <sup>nd</sup> by Mary	Unanimous
New	Adopt Annual meeting minutes.	Marie 2 <sup>nd</sup> by Pete	Unanimous

----- NEXT STEPS / ACTION ITEMS -----

	Description	Assigned To	Due Date
1	Think about how to promote ACM conference in Nov.	All	
2	Confirm arrangements for Meeting in Branford	Walter	done



Date: **08/27/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **BCTV - Branford**  
 Call to Order **7:16 PM** Adjourn **8:04 PM Motioned by John E. Secoded by Bill G.**  
 Roll Call **4 towns/entities, represented by 8 Members** [Quorum Metrics: 4 Towns, 7 Members]

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford	✓			North Haven	
	Pete Lombard	Branford	✓			North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	R
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	R			Wallingford	
	Pete Garfalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Guests	Roger Buckridge, Totoket TV/Madison	
	Not represented	Madison				Walter Mann – NHTV, BCTV	
		Madison				Margo Hardenburgh	
		Madison BOE				Curt Huizenga, WPAA	
		Library				Stephen Fuest, Madison	
	John Bairos	Company-COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Site visit BCTV Host, welcome
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Minutes distributed – as needed
4	Executive Committee Report	S.H./ M.S./P.G	Treasurer
5	Comcast Report	John Bairos	Government & Community Relations Manager
6	Deferred / Old Business (Including Committee Reports)	Advisors	Insurance & Policies
7	New Business / Town Reports	Advisors	Sept 24 <sup>th</sup> meeting at GCTV
8	Public Comments & Adjournment		Motion by Secoded by All

----- MEETING MINUTES -----

Description	
1	BCTV welcome by Board President Margot Hardenburgh. Her remarks included reference to new BCTV facility equipment acquired via PEGPETIA process, the potential of relocation to better facility accommodations on 2 <sup>nd</sup> floor, the same address and her participation with a group of Community Access advocates planning to reinstate CT-ACM.  No public comments.
2	<ul style="list-style-type: none"> <li>a. DPUC Draft decision Guilford/Madison town line case – draft ruling favors Comcast.</li> <li>b. Banking Statements: Received and confirmed the deposit of Madison insurance payment</li> <li>c. ACM Fall Video Festival – entry notice sent to PEGS. All producers are eligible via CACSCC Members # 20459. Only a few days left to submit entry –postmark date 9.4.09.</li> <li>d. Customer complaints include Berlin resident with issues when it rains, Turner classic move to sports package. Guilford by resident. One referral to Comcast about inability to pay even the basic amount of \$15.00 was</li> </ul>

	<p>handled via the new customers due to DTV Special rate.</p> <p>e. Cable Advisory Notice was in Cable Bill. This usually caused an increase in correspondence to us.</p>
3	<p>July Minutes – Draft has been available online. Chairman Huizenga has copies for anyone needing a copy. Cannot fully accept them due to a lack of a fourth town for the quorum. Main points reviewed at the beginning of the meeting. – Upon Pete’s arrival at 7:43, there is a quorum. July Minutes have been accepted.</p>
4	<p>a. Pete reported that the CD rolled over for months.</p> <p>b. Banking statement received. Shows monthly meeting expense and deposit for Madison. Refer to 2b.</p>
5	<p>a. Update Guilford/Madison town line case: Comcast submitted written exceptions. A hearing is scheduled for Sept 17, Discussion. Per Comcast, the intent to provide select programs via Madison TV evolved into making copies of several programs. Since MAG policy does not cover making copies for such purposes each copy process needed producer permission. Sometimes requested programs did not actually play which the customer would not know. The copy processed ceased when Comcast sent a notice that reimbursement would be discontinued. Comcast was paying \$15 a copy for cost associated with process. CACSCC continued with decision not to be officially part of docket as no motion was made to participate.</p> <p>c. A couple channels moved to Basic Tier: WEDH (Create), Shop NBC. Comcast position is that changes are intended to recognize interests of older generation which has higher likelihood of subscribing to Basic and comply with regulations to provide broadcast and PEG channels. There was some discussion that Comcast gets revenues from shopping channels and that some believe shopping channels are not a service to older generation but rather more like a gambling/temptation. d. DTV Transition subscription special has gotten some interest, but not much since cable penetration in tis market is pretty extensive.</p> <p>e. TCM has been in Sports pack for about a year. See correspondence log for reference to Comcast complaint. (John thinks it is work with Basic and box for additional \$1.95. This customer will get details from Exec Customer Care.</p> <p>f. Advisors are encouraged to explore this discrepancy in opinion of shopping on basic tier in public forums. Chairman Huizenga suggests a forum in newspapers; Marie suggests a survey – both trying to investigate the community’s opinion for the basic Comcast package which notably does not have a comparable package via U-verse with lowest tier 120 channels for about \$50 per month.</p> <p>g. AT&amp;T U-Verse has local as channel 99 and takes time to load, which loses many channel surfers. ETV has discussed ways to support U-verse subscribers once PEG on U-verse including having staff or volunteers going to home to set-up PEG on favorites especially for Seniors.</p>
6	<p>Broadcaster Insurance: Policy document available for review. (passed around) Stations should budget \$575. Renewal is March 2010. Application and other related information can be found on 7towntv.org site. Search insurance. 1<sup>st</sup> link in search has page with all document links.</p> <p>PEG Policy Documents and Forms: (continuing discussion began in May in Madison)</p> <p>Chairman Huizenga identifies that the current cable release forms do not cover PEG stations that have U-Verse or Internet distribution. The discussion of Madison case identified that mandates or other compliance support distribution are also not covered via policies. Wallingford’s draft forms are extension of policy updates previously reviewed in May CACSCC meeting. Key points.</p> <p>a) Forms are extension of policy document.</p> <p>b) Form and policies are important component of Media Broadcast Insurance coverage.</p> <p>c) Updates need to recognize that stations now may distribute via cable (Comcast), Video (ATT) and Internet  Recommendation: Change cablecast form to Media Distribution Release Form. A check for if station was used to produce program supports procedures and follow-up on station references in the submitted program. Draft is similar to current cablecast but slightly less legalese.</p> <p>d) Standardization of format and language makes procedures more reliable and understandable.</p> <p>e) Information about the station can be at top or bottom of form but if at bottom it does 2 things</p> <p>f) Allows for specific reference to full policy document and lets the top of the form include form title,</p> <p>g) reason for use and information the station needs.</p> <p>h) Forms should include area for Station representative to initial and date now that stations have more staff/interns etc.</p> <p>i) This will help follow-up on any issues, if needed,</p> <p>j) Forms that allow regular submitters to provide several programs at once are not suitable. Each program needs its own release.</p> <p>k) Draft forms are on the Wallingford page of 7TownTV.org</p>
7	<p>a) Margo is on an ACM committee for the video festival in CT in November. Brief discussion. Cable cast last year for year beginning July 1<sup>st</sup>. Follow submission preparation rules. Reminder: Make a Difference category needs supplemental info about how program was received. Also there are 1<sup>st</sup> thru 3<sup>rd</sup> prize recognition.</p>

	<p>b) John E asked for clarification as to why ATT was not represented at these meetings. Reminded that this is cable council and they participate in Statewide video council meetings for video providers. Chairman Huizenga attends those meetings. Replacement representation sought. No one volunteered.</p> <p>c) PEGPETIA – New submissions. ETV has been approved for second PEGPETIA grant application for lighting and sound cut system for 17k. North Haven's has recently refilled for more extensive upgrades/costs.</p>
8	No additional public comments. Adjourn at 8:04

**----- MOTIONS / ACTION ITEMS -----**

<b>Business</b>	<b>Motion</b>	<b>By</b>	<b>Vote</b>
Old	To accept July 2009 minutes.	Pete 2 <sup>nd</sup> by Fran	Unanimous
New		2 <sup>nd</sup> by	Unanimous

**----- NEXT STEPS / ACTION ITEMS -----**

	<b>Description</b>	<b>Assigned To</b>	<b>Due Date</b>
1	Think about how to promote ACM conference in Nov.	All	
2	Contact information changes need to be provided to Marie.	Pete L. and any others if applicable	Was an issue for last meeting planning, etc. ASAP
2	Next Meeting in Guilford	Marie	

Cable Advisory Council of South Central Connecticut  
 Finances for Fiscal Year Ending June 30, 2010

	Proposed			Projected
Income:	Budget	July	Total	Expenses
Funding from Comcast	2,000.00	2,000.00	2,000.00	-
Interest	750.00		-	750.00
Donations/Contributions	75.00	25.00	25.00	50.00
Total Projected Income	2,825.00		2,025.00	800.00
Transfer from Surplus				
<b>Total Income</b>	<b><u>2,825.00</u></b>	<b><u>-</u></b>	<b><u>2,025.00</u></b>	<b><u>800.00</u></b>
 Expenses				
<u>Administrative</u>				
Recording Secretary's Fee	600.00	115.00	115.00	485.00
Recording Secretary/Other	-		-	-
Copies/Postage	100.00		-	100.00
PO Box Rental	36.00		-	36.00
FMV Comcast	250.00		-	250.00
Secretary of State	<u>25.00</u>		<u>-</u>	<u>25.00</u>
Total Administrative	1,011.00	115.00	115.00	896.00
 <u>Shared Services</u>				
Alliance for Community Media/Membership	1,150.00		-	1,150.00
Insurance	3,750.00		-	3,750.00
Contribution from PEGs for Insurance (from 09)	(1,530.00)	(510.00)	(510.00)	(1,020.00)
Contribution from PEGs for Insurance (from 10)	<u>(3,750.00)</u>	<u>-</u>	<u>-</u>	<u>(3,750.00)</u>
Total Shared Services	(380.00)	(510.00)	(510.00)	130.00
 <u>Total Outreach</u>				
Annual Meeting expenses	250.00	-		250.00
Web Site Hosting/Maintenance	120.00			120.00
FMV of meeting accomodations, etc.	<u>600.00</u>	<u>100.00</u>		<u>600.00</u>
Total Expenses	970.00	100.00	-	970.00
 Miscellaneous Expenses				
	<u>119.00</u>		-	119.00
Total Expenses	1,720.00	(295.00)	(395.00)	2,115.00
 <u>Less: In-Kind Services Provided</u>				
FMV of meeting accomodations, etc.	(600.00)	(100.00)		(600.00)
FMV Comcast	(200.00)			(200.00)
Other In-Kind (copies, etc.)	<u>(100.00)</u>			<u>(100.00)</u>
Total In-Kind Support	(900.00)	(100.00)	-	(900.00)
 <b>Net Total Expenses</b>	 <b><u>820.00</u></b>	 <b><u>(395.00)</u></b>	 <b><u>(395.00)</u></b>	 <b><u>1,215.00</u></b>
 <b>Projected Surplus</b>	 <b><u>2,005.00</u></b>	 <b>30.00</b>	 <b><u>2,420.00</u></b>	 <b><u>(415.00)</u></b>
 <u>Analysis of Overall Surplus</u>				
Current Main Account Balance at 7.30.09	5,370.65			
Deduct: Open expenses	(115.00)			
CD at 7/30/09 (Matures 7/09)	<u>13,712.52</u>			
Total Cash on Hand	18,968.17			
 Projected Remaining Surplus/(Expenses)	 <u>(415.00)</u>			
<b>Total Projected Surplus at Year-End</b>	<b><u>18,553.17</u></b>			

Respectfully Submitted,



Pete Garofalo  
 Treasurer/CACSCC



Date: **09/24/09**  
 Scheduled Time: **7:00 -9:00 PM MONTHLY** Location: **GCTV - Guilford**  
 Call to Order **7:16 PM** Adjourn **8:20 PM Motioned by John**  
**Seconded by Pete H.**  
 Roll Call **5 towns/entities, represented by 8 Members** [Quorum Metrics: 5 Towns, 8 Members]

#	Attendees	Town	✓	#	Attendees	Area	✓
	John Elliott	Branford	✓		Not represented	North Haven	
	Peter Hugret	Branford	✓			North Haven	
	Pete Lombard	Branford	N			North Haven	
		Branford BOE				North Haven BOE	
	Marie Saddig	East Haven	✓		Mary Bigelow	North Branford	✓
	Bill Golambiski (aka) Bill Biski	East Haven	✓			North Branford	
	Frances Foley	East Haven	✓			North Branford BOE	
		East Haven BOE			Susan Huizenga	Wallingford	✓
	Joel Parker	Guilford	R			Wallingford	
	Pete Garofalo	Guilford	✓			Wallingford	
		Guilford				Wallingford BOE	
		Guilford BOE			Guests		
	Not represented	Madison				Curt Huizenga, WPAA	
		Madison				John Otto, GCTV – Welcome Period	
		Madison BOE					✓
		Library					
	John Bairos	Company-COMCAST	✓				

Legend: ✓ attend, R regrets, N No Status, P proxy provided

----- AGENDA TOPICS -----

	Subject	Lead	In Brief
1	Roll Call / Welcome Public Comments	Chairman Site Representative	Site visit GCTV host, welcome
2	Log of Correspondence	Chairman	Chairman Updates
3	Review / Accept Minutes	Advisors	Minutes distributed – as needed
4	Executive Committee Report	S.H./ M.S./P.G	Treasurer
5	Comcast Report	<b>John Bairos</b>	Government & Community Relations Manager
6	Deferred / Old Business (Including Committee Reports)	Advisors	Confirm Nov - Exec Only Meeting ACM NE Sponsorship
7	New Business / Town Reports	Advisors	Oct 22 <sup>th</sup> meeting at NHTV Approval of 2010 Schedule
8	Public Comments & Adjournment		Motion by Seconded by All

----- MEETING MINUTES -----

Description	
1	<p>GCTV welcome by Board President John Otto. Shannon was not able to attend; John opened the door and greeted everyone and provide gift (eco-bag) to attendees.</p> <p>GCTV recently had reusable bags with their logo and information on them created. At the recent town parade, GCTV gave away 1,000 bags with contact information, letting residents know that they will be fundraising soon for relocation.</p> <p>No public comments.</p>
2	<p><b>a.</b> DPUC Final decision Guilford/Madison town line case. Subscriber from Madison getting Guilford package; COMCAST inherited it from TCI – Comcast is not obligated to provide any changes without payment. This case was referred to mediation with language indicating a 'reasonable' option be sought. This case will not be coming back to CASCC.</p>

	<ul style="list-style-type: none"> <li>b. ACM Fall Video Festival – Information is on the 7TownTV.org home page.</li> <li>c. Correspondence that Classic Arts was reset from ‘Summer to regular’ schedule as of Aug 24<sup>th</sup>.</li> <li>d. Customer: MLB Network availability an is delay due to the size of build out impact.</li> </ul> <p>Apologies. PO box was not visited in advance of his meeting to secure bank statements and customer correspondence.</p>
3	<p>In preparation to adopt Aug Minutes – Draft has been available online for review. As hardcopies were not available for distribution the Chairman reviewed the main bullets and points from August 2009’s minutes.</p>
4	<ul style="list-style-type: none"> <li>a. Last regular meeting of the year is scheduled in North Haven on October 28, 2009.</li> <li>b. Treasurer report will be reviewed for vote at next meeting.</li> <li>c. SVC Meeting Update. Discovervideo was re-listed as a vendor for interconnect equipment.</li> <li>d. PEGPETIA activity &amp; compliance report updates added to our summary on 7TownTV.org Last submission cycle appears to be by Oct. 31.</li> </ul>
5	<p>Comcast report:</p> <ul style="list-style-type: none"> <li>a. Update Guilford/Madison town line case: Was referred to mediation. The customer’s saga continues.</li> <li>b. Router schedule: Verified reset of schedule.</li> <li>c. GCTV is looking to move to a more ‘store front’ area. Comcast has been requested to do survey of 3 locations. WPAA is also looking to move and will shortly request a survey from Comcast.</li> <li>d. MLB Network – 24/7 Baseball. Is not offered in the Branford franchise area yet. Next year they have plans to expand channel selection to include more HDTV channels; want to maintain and expand customer base.</li> <li>e. Ongoing rumors and complaints about quality signal in Guilford and if buildup maintenance was ever complete; Comcast picked up where AT&amp;T left off and finished within 6 months. Upgrade was completed as planned.</li> <li>f. Customer complaint that inquiries about NFL Network gets different responses dependent on whom is asked.</li> <li>g. Why does New Haven and Guilford differ so much in program offerings? Rationales for the variations: 1. Sports have territorial rights; broadcaster rules, MLB rules, all differ from franchise to franchise. Could possibly differ between neighboring towns. 2. Demographic scale. 3. Other ways to expand without build-out; will have more on this in 2010. Comcast wants to met the interests of the sports fans.</li> <li>h. Recent Billing had Comcast Pay Per View Coupon. It was not something an on-line bill payer could use. Suggested that code be made available for on-line bill pay.</li> <li>i. Berlin case activity: technicians went out to site. John will have update at the October meeting.</li> </ul>
6	<p>ACM: Nov. 7<sup>th</sup> <b>WH Meeting &amp; Conference Center 50 South Main St. West Hartford \$20.00</b> for the day.  4 workshops, geared to producers and access center staff. A workshop in how to utilize grassroots organizing and activism to support access in your community. Updates on the latest word from Washington and the FCC.  Discussion of how to encourage participation became a motion to subsidize.</p> <p>Discussion: First time in CT in 15 years; shared service concept is to encourage training and cost cutting for local channels. Could consider subsidizing ACM attendance because it falls under the mission. Chairman Huizena is thinking a reimbursement plan would work best: possibly: more than 3 verifiable workers go; each member can only represent one town; incentive to send more people. Cap on the expending? Verifiability: CACSCC attendees could verify. 7 towns with 7 people come to \$980 commitment that can be tied to insurance as a discount. Motion put through to accept the concept. Email will be sent to PEGS about registration.</p>
7	<p>Year 2010 Schedule: By-laws and precedent for annual meeting scheduled reviewed to determine 2010 schedule. Criteria: 4<sup>th</sup> Thursday of every month; 3<sup>rd</sup> Thursday in November. One visit per town per year in certain order. No comments or complaints about the base lines. New motion to adopt a schedule for 2010 similar to 2009.</p> <p>Town Reports:</p> <ul style="list-style-type: none"> <li>a. BCTV: While switching floors, a pipe was hit that flooded out some of BCTV building. The relocation is going forward. Branford resident did not feel that cameraman was doing a reasonable job in capturing meeting and was considering a DPUC Complaint. If he proceeds it will likely not become a docket.</li> <li>b. Guilford. Fran of East Haven worked with Guilford Staff &amp; Producers to develop methodology for alternate distribution of programs post cablecast on GCTV on the Internet.</li> <li>c. Wallingford – WPAA in process of looking at another building in town. Optimistic about ability to move; owner is apolitical. The building will need complete internal renovation, mechanical upgrade and made accessible. WPAA will be submitting for a Comcast survey. WPAA will participate in Celebrate Wallingford Oct 3-4.</li> <li>d. North Branford reported that Town Hall will soon be wired to support cablecast capture. Based on update from Town Finance director; everything is making good progress.</li> <li>e. East Haven reported on identification of town budget item of \$1500 for Community Services, some investigated history since 1999 based on FOI request and acquisition of items historically purchased with funds for Channel 20. The 3 advisors from ETV can and have meet has a committee of CACSCC to determine if there is any actionable outcomes based on the Investigation of the States Attorneys Office. They reported that they will be seeking the assets purchased including a 2007, a \$1400 DVD duplicator (5 unit micro board) and balance of</li> </ul>



	900 DVDs and or tapes based on finding that it is not inventoried municipal property that should be which those managing Community Access. Correspondence from this CACSCC committees will be coped to CACSCC.
8	No additional public comments. Adjourn at 8:20

**----- MOTIONS / ACTION ITEMS -----**

Business	Motion	By	Vote
Old	To accept August 2009 minutes.	John 2 <sup>nd</sup> by Marie	Unanimous; 1 abstention due to absence: Mary Bigelow
New	Adopt a schedule for 2010 that coincides with the 2009.	John 2 <sup>nd</sup> by Pete	Unanimous
New	As a Shared Service and to provide incentive to attend ACM-NE Conference Nov. 7 <sup>th</sup> . CACSCC will provide a Broadcaster Liability Bill credit to any or all of the 7 Community Access Providers based on the following guidelines: if 3 or more representatives of a community access station are verified as registering and attending the conference, a credit of \$20 will be made for each verified person up to 7 persons (an amount not to exceed \$140 per town with total shared service allocation not to exceed \$980). No person can represent more than one community. Reimbursement will be handled through the discount on annual Broadcaster Liability insurance bill.	John E 2 <sup>nd</sup> by Marie	Unanimous

**----- NEXT STEPS / ACTION ITEMS -----**

	Description	Assigned To	Due Date
1	Mary to handle 2010 Scheduling with Town of No. Branford	M.B.	Jan 2010
2	Insurance Billing discounts will be handled by Pete.	Pete G	Mar 2010
3	ACM reimbursement Notice to PEGS and verification.	S.H.	ASAP
4	Next Meeting in No. Haven. Site confirmation/reminder	Marie	ASAP
5	Contact information changes need to be provided to Marie.	Pete L. and any others if applicable	Status Unclear

2010 Schedule adopted as shown below.

Council Meeting Dates*	Location
January 28. 2010	No. Branford Town Hall
February 2010	Advisors Attend Local PEG Meeting and/or School Board
March 25. 2010	No. Branford Town Hall
April 22. 2010	Totoket TV
May 27. 2010	Madison Community TV
June 24. 2010	WPAA
July 22. 2010	ETV
August 26. 2010	BCTV
September 23. 2010	GCTV
October 28. 2010	NHTV
November 18. 2010	Exec Only
Dec – no meeting	