

ctaCABLE TELEVISION ADVISORY BOARD

JUNE 9, 2006

A meeting of the Cable Television Advisory Board was held Friday, June 9, 2006 at _____ a.m. in the Aldermanic Chamber.

Members of Committee present: Andrew Cernota
Dorothy Clarke, Esquire
Charlie Matthews
Diane Sweeny
Alderman Fred Teeboom

Members of the Committee absent: Roger Hatfield, Fire Chief
Ed Lecius
Rick Farrenkopf
Ken Tyrrell
Nick Darchik

Also in attendance:

COMMUNICATIONS

Andrew Cernota

Everyone before the meeting received a copy of Gordon Jackson's letter of resignation from CTAB. There was also a copy of Chairman Lecius' resignation as CTAB Chair. There was a piece of correspondence that was not included in the packet this morning from Alderman Teeboom regarding the amendments to policy and procedures. I believe there were several e-mails that went out to members of the board that covered discussions relating to that but I'm not sure if we had a final piece of correspondence that this related directly to. Alderman Teeboom is there a copy of this correspondence?

Alderman Teeboom

A copy of what?

Andrew Cernota

On Chairman Lecius' agenda there was an article of communications title "Alderman Fred Teeboom amendments to policy and procedures".

Alderman Teeboom

I distributed that by e-mail. Would you to have a formal copy? I didn't think of handed out a paper copy. Did you receive a copy?

Andrew Cernota

I believe there were e-mails. I just wasn't sure which specifically this related to.

Alderman Teeboom

I'll address it later. I was going to address it in the agenda. I sent a letter out informing the board of the fact that the Personnel Committee had met and reviewed extensively the Policy and Procedures document. In fact we had 22 amendments. It was 56-pages of minutes. It was a horrendous task to go through that thing. I've marked up an entire document with all the changes noted, strikeouts and additions, and that has been submitted to the full Board of Aldermen. It's on the agenda this Tuesday coming up for final approval. Hopefully it will make it through without any further changes. In which case, I will then distribute a clean copy to all the members and I will formally introduce it the next time we meet. Basically that's what the letter said I think. I had a copy to Chairman Lecius and also to the Board of Aldermen saying this is the final approved document in committee for approval on your agenda next Tuesday.

Andrew Cernota

Since we don't have a quorum we can't approve the communications. Moving on we still need to prepare minutes for the April and May meetings. There is some discussion as far as how we are going to achieve that. We'll move on from there.

The monthly financial report went out by e-mail. Everyone should have received a copy. Are there any questions relating to the financial report for the previous month?

Alderman Teeboom

I was going to make a comment on that. The last the Board of Aldermen met, which is I think since the CTAB met last time, the resolution that appropriated the \$108,000 for fiscal '06 was approved by the full Board of Aldermen. So that appropriation is what I presume is reflected in the beginning balance. I think we have most of those payments. There has to be others we couldn't have added the \$7,000(?). Of course when the budget was approved earlier in May, the aldermen also approved the \$200,000 plus that we are going to receive in fiscal '07. So financial wise with the one percent fee set aside, we are all set with the Board of Aldermen. The appropriation is done.

I should also mention that I had recommended in the Policy and Procedure Manual, and I think that came up since I brought the document before this board, is emergency purchasing powers on the part of the Chairman. The reason is this board only meets once a month. That just isn't often enough to make decisions about when a camera fails like this camera here failed. Somebody has to make a decision to purchase. Ed Lecius went ahead and made a decision to make that purchase. I think the Mayor okayed it.

Dorothy Clarke, Esquire

I said it did have to go through the Mayor's office.

Alderman Teeboom

Unfortunately there was nothing the Policy and Procedure Manual and there was nothing really by the aldermen that approves that procedure. They look at the CTAB and the original order setup is an advisory body. It had no real spending authority of its own. Now this will change. Once the Policy and Procedure Manual is approved by the aldermen that sets emergency purchase powers in place.

Dorothy Clarke, Esquire

I disagree only in the sense that I think it still requires final sign off with the Mayor.

Alderman Teeboom

Absolutely. Nothing can happen without the Mayor's approval. The point is it didn't require the CTAB to meet to occur with the emergency power. You have to make an accounting next time CTAB meets to the purchase. The aldermen and the committee went along with that. So the full board has to agree with that because we all respond to the full board. The full board holds the control over this board. I expect no problem with that. That's important because it means that if for instance - Mr. Chairman we can't appoint now a new Chairman since Lecius resigned, but if a Chairman decides he wants minutes put together and it has to be an emergency situation, he can authorize payment for that and authorize finance. We don't set this up as a standard procedure even though the Mayor and get the Mayor to approve it. I think this is a significant improvement in the operation.

COMMITTEE REPORTS

Alderman Teeboom

There was a number of things here. There was a meeting of the technical committee and Rick Farrenkopf is not here who chairs the committee. It was the first meeting of the new committee. I'm a member of that committee. Kelly Dowling attended as the Mayor's assistant. Two people from Comcast attended, Bryan Christiansen and the Comcast engineer who is in charge of wiring things up.

First of all we had discussed adding the additional wiring that Rick Farrenkopf pointed out in the high schools. As you know, the contract only points out one access point at each of the 2 high schools. He wanted to make sure that the wiring was in place while the wiring was being arranged by Comcast and also have wire in the auditorium, the gym in the North High School, and wire in the auditorium and the t.v. studio in the South High School to the access points. In the South High School there will have the auditorium, the gym, and the t.v. studio. In the North High School you have the auditorium, the gym, and the boardroom, where the board of education transmits. That

additional wiring was also approved under this emergency thing. The Mayor approved it even though the aldermen really haven't yet approved this change. The Mayor okayed to spend the extra money. Whether it's been paid or not yet I don't know. We'll have to review that next time we get a bill. That, I think, is also important that that get done.

In this technical committee, we also reviewed the wiring set up and the connections that Comcast is making. Comcast handed out four diagrams, and I have not sent these diagrams around. I thought Rick would have done that. I asked Comcast to give me additional e-mail copies. So I do have soft copies of these diagrams. The diagrams show how the government channel 1, government channel 2, and the education channel gets wired up. It's a combination of fiber optics and correctional cable. It adheres to the connection points called out in the contract. It also says that the old network (inaudible) government channel is a correctional cabling system remains in place. The new system will be fiber optics. It shows how it is wired up. It meets the contract requirement. Unfortunately when this job was arranged by contract, I don't think the City had – substantial technical representation. It had legal representation. People that knew how to write a contract and put a contract together. I don't think they had, in fact I'll go as far to say to competent technical representation, because what you got here is what I consider to be a technical lingo of (inaudible) to put it best. We can work with it, but it is going to be extremely clumsy.

I'm not going to spend time in this meeting going over that because I think it's up to the PEG program director to review this entire situation and then give us a briefing on where this stands. I can give a briefing. I'd have to get a view graph projector in here and go over some of the ins and outs. It would work, but I think because you have – the education channel you have different access points. You can come off the North High School. You can come off the South High School. Different locations within there. Unless you tell somebody I'm going live on my location, don't you guys go live on your locations; you've got interference. The system is not smart enough to deal with multiple simultaneous transmissions. It is smart enough to recognize an override. That is if one channel comes up and it is suppose to get overridden by another channel – because we have priority override that is also defined in the contract. The switch is set up and head end by Comcast or recognized – let's say if you're on Channel 9 and it says Channel 4 is coming up and Channel 4 is higher priority, let's say an example is the cameras. The camera is transmitting out of the fire station and you see the cameras up in Spit Brook Road. When a live broadcast comes up like this one here, it overrides the cameras and this broadcast comes up. That's what it does. It detects a live broadcast and overrides the previous one.

If while this broadcast comes up another broadcast comes up, this has the same priority. You would have a scrambled signal. This itself is unacceptable in my opinion. Comcast says we work with that kind of arrangement all over New England. Well maybe they work with this all over New England so we've got a sophisticated multiple connection system, and I don't think that is adequate. The taping system is not defined. There is no digital service defined. Nothing is defined other than some wiring and some switches of the most elemental versions that Comcast has provided. Will it work? Yes. Will it work with difficulty? Yes. Should this be greatly improved? The answer is absolutely. Exactly where are we going to go with all of this is going to have to be decided through the technical committee working with the PEG program director coming back to this board, and making a presentation, and getting authorization of this board to proceed. Because whatever we do apart from what Comcast is doing is going to require expenditure of money.

What I did is I did not quite understand the setup totally when we have the technical meeting. I asked Bryan Christiansen to arrange a conference call between me, himself, and this fellow engineer from Comcast. I spent an hour on the phone. I understand the setup quite well. I sent him an e-mail. I said look I understand you're doing this by contract. I understand that you are meeting the contractual requirement, but it's not satisfactory. He was very clear about the fact that anything else you'd want us to do would cost money.

So I bring this to your attention only that this is going to require work. I think Rick Farrenkopf sent a message out saying that the technical committee approve nothing. They had to review this, and there was a lot of questions about the wiring even during the meeting, even before I had my conference call. I don't know what you want to do with this information. Just take this information and just accept the fact that as soon as we get our program director in place, hopefully we get (inaudible).

Andrew Cernota

Are there any questions for Alderman Teeboom about the technical committee or the Policies and Procedures?

Dorothy Clarke, Esquire

Fred would this be a good time to just briefly outline the changes you want to put in to the CTAB ordinance?

Alderman Teeboom

Yes. I was going to come to that too. I can bring it up. That's really not a technical committee issue. Let them go and I'll bring that up too.

As you know because we made adjustments to the Policy and Procedure Manual, some issues came up. Let me go briefly over that. The NRO 2-108 first of all has a built in conflict situation that luckily Attorney Clarke point out to us some time ago and that we are all aware of. Namely, you cannot have the PEG program manager or that we now call PEG program director be a voting member of CTAB because our ordinances prohibit that for obviously good reasons because you can get quickly into a conflict of interest situation. One of the ordinance changes we're making is that we're removing the PEG program manager from sitting on CTAB. He's advisory. He comes down; he has to make presentation; he can sit in these chairs and effectively be our executive director if you think about it in those terms. A paid employee, a paid person who is our executive director. Our eyes and ears everywhere. But meanwhile, that position then, that 14th position, will be replaced with the Mayor or the Mayor's representatives. You may have noticed that we have a Board of Aldermen representative namely myself. We don't have a Mayor's representative. Why that was never set up is not quite clear to me at all because the Mayor plays a key part. In fact, we are reporting to the Mayor and the Board of Aldermen directly. It will be the Mayor or it will be someone appointed by the Mayor. Let's say he can appoint an Administrative Assistant Kelly Dowling, which I think is (inaudible) but another mayor may appoint somebody else entirely. That's one change.

Another change is there is an accounting. The account change because right now it nails down, if you look at your accounting sheet, it nails out the old accounting system, which is a 505 account. We now have the 305 accounts, which are the dedicated one percent franchise fees. You cannot spend it any place else. Therefore, we have a change in the wording. I believe it doesn't call the exact accounts any more. It just talks about general accounts.

Dorothy Clarke, Esquire

Correct.

Alderman Teeboom

The third change was any employees or contracts – there's a question about relationship, that they would be functionally accountable to this board – meaning they get their direction from this board (inaudible) what to do. Not daily direction because the intent is to make this a contract position at this point. But to get the administrative oversight from the Mayor. That was a pointee. That's sort of – we don't have happening what's happening in the School Department. If you don't have a check and balance system, then things quickly go awry. I was going to ask Attorney Clarke. I know this is being reviewed. Do you happen to know what the status is lately because I know you had a meeting internally this week?

Dorothy Clarke

No. I didn't actually have a meeting. There's just been a series of e-mails. Basically the Financial Services Division makes the final call on independent contractor versus employee status for purposes of payroll taxes so that we're meeting all the IRS regulations. So I know that they had just gotten involved to the extent of trying to get the information from HR and/or the Mayor's office to see what was the current proposal so they could make an initial determination. If they thought it was stepping a little too close to the line for being an employee, there was going to be some discussion about backing off a little bit and being a little more clear that there was just certain tasks to be performed, but we were not setting hours or getting too detailed on how the work would be performed so that it could fall under an independent contractor.

Alderman Teeboom

So there still is the intent to make this an independent contractor?

Dorothy Clarke, Esquire

As far as I know, yes.

Alderman Teeboom

Good. It basically is my expectation – I think the kind of positions are unique technical skill. It is a unique position – the City has no other position. You want to have flexibility with this person. I felt that when I wrote this up, and the Board agreed when we approved the Policy and Procedure

Manual in this board, that was a better way to go and perhaps less expensive to the City and provide the City more flexibility on how to deal with that person. We don't know exactly how it is going to work out. The committee also agrees with that, but we had some problem in the administration in terms of – the thought our Policy and Procedure Manual was too detailed, I think, was one of the program descriptions. It was too detailed.

Dorothy Clarke, Esquire

Either too detailed or not detailed enough.

Alderman Teeboom

My point is we've got to get this person hired soon. Nothing is happening. For people to show up once a month here or not have the technical skills that we need just isn't getting us anywhere. It was evident from looking at the minutes from last year. You had horror show after horror show of lists of things that didn't get done because they asked to have Diane do it. Diane basically seeks another job. We asked her to do technical things that she really doesn't really have the background in. She admits that. That takes a lot of knowledge and experience. So hopefully that moves along Dory. If you can help that along as quickly as possible because you are part of that equation.

Dorothy Clarke, Esquire

I'll see what I can. The ordinance that Alderman Teeboom just described for the 3 changes to the Cable Television Advisory Board ordinance is going to go in for first reading at Tuesday's Board of Aldermen meeting.

Alderman Teeboom

And gets referred to the same committee that heard the other one as far as we know?

Dorothy Clarke, Esquire

That's ultimately the decision of the President of the Board. I would anticipate that he'd send it to that same committee. I'd also anticipate that because those changes were basically discussed during the Policies and Procedures Manual discussion, that there wouldn't be too much more discussion.

Alderman Teeboom

I'd just like to hopefully quite smoothly. Things are moving. It's just that they are moving at a snails – working in the government setting on these things is just very difficult. Just think about the fact that you standard review a 28-page document. Those are detailed document. It generates 53 pages of minutes, 22 motions many of which conflict with earlier motions. It is a very difficult way to proceed. All these people have to agree with everything before you can get everything – everybody has to have a piece of this stuff. I'm frustrated only because I like to see things much, much faster than they do.

ELECTION OF A CLERK

Andrew Cernota

As you know we've been functioning for a while now without a clerk. If there is anyone that is interested in the position we would be eager to discuss that and seek the election of that person. Since we don't have a quorum today we obviously can't elect anyone today.

Alderman Teeboom

I'd like to make a comment if I could. I know I can't be a clerk. I'm not a very good clerk. The intent is to probably have the minutes generated by a professional transcriber. I don't think it is fair for the clerk to have to do all the transcription him or herself. We are looking for fairly decent minutes. We're spending public money. It's more than just pontificating of our policies. It's actually being accountable for the money spent. If it is not spend properly, we have to be able to go back and find out what went wrong. As you can see what's happening in the City today, you've got to be accountable for what you're doing. You can really go in the cross hairs. We are going to be very, very visible in what we do. We have money, and we can pay for transcription service. It maybe costs \$300 or \$400 to transcribe each minute depending on how long we meet. The clerk does not have to do the transcription. I just wanted to point that out. I hope the board will agree that the clerk will not have to do the transcription personally.

Andrew Cernota

I think it would be a good thing if we had a motion the next time we have a quorum to adopt the policy to have the transcription. I don't know if there is a current policy of the board regarding that one way or the other. I think going forward definitely if it is the decision of the board to have a professional transcription and wanted to see that adopted by a vote of the board.

NEW BUSINESS

- Emergency camera purchase

Andrew Cernota

Has everyone received the e-mail. One of our cameras for Channel 16 ceased to operate, and we had to purchase a new camera. Chairman Lecius approved the purchase and as discussed earlier it was also approved by the Mayor. Again, this board would be asked to confirm that purchase. Again, we don't have the quorum to have an official vote on that.

Alderman Teeboom

We can't approve it right now anyway because we don't have a quorum. The camera is being purchased and it's working great. There's a question about repairing the old camera I think. We probably need some kind of a report on whether the old camera is repairable. I don't know who

gives us that report because I don't know who is instructed to look into that?

Andrew Cernota

I believe in the past it's been Diane. I don't know if she has the information on that available or would be able to have that available? Also I'm not sure who the technical person is who would generate the information for her.

Diane Sweeny

At the moment, we do have some one looking at the old camera. There is a problem from what I understand in the zooming and the auto focusing. So we're trying to get more information as he's looking into it and giving us a price on it.

Alderman Teeboom

If you've got somebody looking it that's come and looked at it, maybe you can give us a feedback next time. We can authorize whether we want to – check on a cost estimate too Diane so we can authorize whether we should fix that or not.

Diane Sweeny

I asked him about what he was thinking about like what the cost would be to fix it. It would be great to have a third camera in case of anything ever happening. If that is all that is wrong with it, he was thinking between anywhere from \$200 to \$250 to have it fixed.

Alderman Teeboom

It would help if we could get an actual quote. I think it would be difficult for us as a board to approve something that is just an estimate to find out – to me it would very helpful if you had a quote from somebody. Just an informal quote. Dory on a purchase like that do we – a small purchase like that, I think, it can just be decided by Janice Tremblay right to move ahead?

Dorothy Clarke, Esquire

Right.

Alderman Teeboom

Just something on a letterhead or something that...

Diane Sweeny

Well I pass everything through with Maureen Lemieux. She has been talking to me to see what we have been doing with it. She also instructs Janice. It wasn't a huge amount, but we're waiting feedback on it.

Alderman Teeboom

Just get us some feedback, something in writing. That would be great.

Diane Sweeny

I also have one more thing. We do have an old Panasonic camera that we no longer use. From one videographer I hear it is still a great camera. From another I hear it needs work. I really don't know I'm not technical in this. I was asked if we should sell it or not if we are not to use it. I spoke with Maureen on this and she said to bring it up to the board for us to think about it. I know we don't have a quorum so we can't decide anything. I don't know what anyone would think about this.

Alderman Teeboom

Again, that's the proper thing for Maureen to just basically sent us a quick memo or send it through you. Then it's a memo. You send us a memo and say you've looked into it. It's not worthwhile preparing because it may be too old. It's too expensive. If it's going to cost \$5,000, you're obviously going to go to a brand new one. Just give us some idea. We can surplus that and then you decide. You can donate it to somebody. We should get an idea of what you advise.

Diane Sweeny

Or even to the school if they wanted it.

Alderman Teeboom

Tell us what you want to do with it.

- Election of a new CTAB Chair

Andrew Cernota

We have no quorum so we won't actually be able to have the election.

Alderman Teeboom

I understand that you're candidate to be Chair right?

Andrew Cernota

Yes.

Alderman Teeboom

Mr. Lecius. I'm looking at this memorandum, which I just now received. I had not seen it before. Maybe I've seen it before but it wasn't clear. It says he's resigned as Chair. Is he resigning from the CTAB board?

Andrew Cernota

It was my understanding that it was a resignation as Chair of the board rather than as a member of the board. That perhaps bears clarification.

Alderman Teeboom

Well you probably find that out. To me it says I'm resigning as Chair. It says, "I submit my letter of resignation as Chair". So to me it says – it means a memo to the board that he doesn't want to be Chair any longer because circumstances can't always be controlled. However he's talking about a job issue. I presume he's still a member but if you could clarify that with him.

PUBLIC COMMENTS

Gordon Jackson

Good morning. Gordon Jackson, 59 Cheyenne Drive. Just a comment quickly on some of the things I've heard. Just to reiterate what Fred said. Looking at this connection capability that is currently proposed under the existing contract. It sort of brings to mind that a lot of things that take place here are technical in nature and although people are well meaning, unfortunately the end result ends up as somewhat catastrophic. If it is all possible, I would recommend that you hold off – I don't know if this is possible or not, but I would see if you could hold off on connecting these various input points as per the existing contract and to try – in fact I could probably show you how to do it much better at our own expense for very little money and get a much better operating system out of it using other technology. If you could hold off. I don't know if that is possible or not. I would recommend that you wait until you have someone that can give you some advice on what you're doing here and the position you're putting yourself in. As an example, the old connection system we have here through the cable systems in the past have been a real bottle neck for us and has prohibited us from doing a lot of things that we would have liked to have done technically. That's just another example of getting ourselves in an awkward position.

Let me also add that this camera situation also reflects that. The first thing that you should have done is instantly found out what was wrong with the old camera before you invested \$5,000 in a new camera and got it repaired as quickly as possible.

Secondly, the existing camera that you're thinking about selling would have done fine as a replacement because the system that you're using basically is based on that old camera as the foundation. If you had taken that existing camera and just put it up on the tripod, it would have done as a video device for what you were trying to do here. I just caution you to move slowly on

that thing if possible and hopefully try and get some better input on how you may make those connections. Thank you very much.

Alderman Teeboom

I could address at least part of this in Mr. Jackson. We took this up during a technical meeting and we asked that there could be changes made in the cabling. My concern is that we have COAX on the old one, fiber optics in the new. They are wired into Lake Street Fire Station, Spit Brook Fire Station. The fire stations are really not a significant part of the issue. They've got their own channel now through FEMA. There's no public channel access that I could find anywhere. My thought there perhaps is proposed on where (inaudible) for public access, but that has to be wired in. It's not that difficult because (inaudible) into the Public Library. Although it can be decided by this board. Bryan Christiansen is very clear in the contract the specific date is given. Dory can correct me on that. There's a specific dates given on when Comcast is opening up the wiring. They're finishing it up by August and they are meeting their obligations. It would take a change in the contract to change anything at this point. If you're going to make a change in the contract, I can think of a number of other things I'd like to change in particular the funding lock on the E and G and not having anything for the P channel.

In answer to Gordon's question is we can't – Bryan is on marching orders with this contract. He was quite adamant that that's his marching order. I had other issues. I had issues about switching, what they're doing in the head end – not just the wiring just the head in switching, the things I mentioned earlier to the override structure. He said that's the way it is. That's what we agreed under the contract. There's an Exhibit 5, and you can argue that's not much of a technical exhibit. They put all of that stuff on one diagram. But that's how it is interpreted. You'll find details about specifications from the FCC on how to run a television signal, which is nothing to do with what we are doing because it is all regulated. It's all on Exhibit 5. That is stuck in the contract. That's the way it was done. I don't see any way around it. Let them wire it up. It will work. Things will work. It'll work fine just like they've been working now for 10 years. There will be an additional education channel. It will work. As we start going, there's not that much simultaneous broadcasting anyway. The complication comes in as we do combinations of taping, lives in different locations, all 3 different channels.

Even if you look at – we just visited Merrimack yesterday. They have no sophisticated switching. They have a mobile cart, and it is all done by telephone calls making sure that one guy doesn't broadcast at the same time another guy is broadcasting all on the same channel. They've been doing it for many years. Merrimack is a much smaller operation than we have here in the City. They have a sizable budget. All of their money is put into the budget. None of it is set aside for another purpose. Its not that it won't work, it will work fine for a while.

The answer to Mr. Gordon Jackson is that I don't see a way to change the contract at this point. I don't really advise opening up the contract at this point. If you'd like to open up the contract, I like to think of a more complete view and some changes that we want to make and to see the cost of those changes. Right now any change you tell them to make – just to tell them to hold the wiring and come back at a later time, they'll charge you because they are doing the wiring now. You don't just stop. If we told them to put additional wiring in and paying a couple extra dollars just to

add the extra wiring as I mentioned earlier in the high schools. They did it only because they were already doing the wiring and people were there. If people leave and you tell them to come back, they are going to charge you the extra. They're in the business to make money not in business to satisfy us.

Paul Johnson

Paul Johnson, 44 Browning Avenue. I am contemplating apply for a seat on this board. I'm very interested in what's going on here and the future of the PEG system in Nashua in particular, and the conversions of the video and digital media, and Internet, and Comcast, and Verizon coming in with a competing system. There's a lot going on. I hope I have some things that I can add value.

The question this morning for myself and particularly for others who may be in the audience or watching on t.v., can one or more of you please articulate the – bring us up to speed on the current vision for how the 3 channels – the government, education, and public channels – you see them being structured and inner operating. It's my understanding, which is sketchy at this point, that education has some turf of its own that government has needs and that P is really not in any shape any time soon, but that they may have a lot of independence, a lot of duplication of facilities and effort necessary. I would love to hear just how and particularly how you see public access rolling up. I think that's a particular benefit to the community going forward.

Alderman Teeboom

I can address it as follows. If you look at the Policy and Procedure Manual, there is a management model described. That's one thing that was untouched by the aldermen so they must have liked it because they touched everything else. It talks about having the education channel run program wise by an education channel committee that is headed up by the superintendent of Nashua District schools but tended to by other schools – religious, private schools, and home schools, whatever that committee wants to structure that committee to be. The membership is not defined at this point how many members. They are an advisory and a controlling function of what goes to each channel. The bar cast locations are obviously at the high schools. The government channel is going to be centered of City Hall, and continues to be centered out of City Hall.

Paul Johnson

We have new facilities in City Hall?

Alderman Teeboom

I'll get to it in a minute about the server. It is basically running out of City Hall because that's where the government operates at City Hall. The public channel is not defined. My thinking is Court Street is a great location. Like I mentioned earlier, Court Street is near the library but we have to wire it up. Now you say okay the (inaudible) is in a different location, by the way Court Street will be run by an independent contractor. An independent contract or a contractor.

Paul Johnson

Run meaning it will have its own staff; it's under an executive director...

Alderman Teeboom

The PEG program director is in charge of – if you look at the model, in charge of all of it. It is run by the independent contractor as far as the programming and making sure that the programming meets whatever guidelines it has to meet for public access channels. The release forms and all the rest of that. So you have the government channel is run by the program director. The public channel is run by the independent contractor, and the education channel is run by the E committee. We are hiring a second employee or second contractor to administer be their executive director. That structure reports to the director who reports to this board. That's all defined in the Policy and Procedures Manual. I expect that to be approved by the Board of Aldermen. This means by the way that no changes can be made to that document without the Board of Aldermen approval. I don't know if I mentioned it or not, but they want a lock on the document. They want a lock on the way this operates.

The next question is where is the equipment located. As Gordon Jackson has pointed out at the last meeting, that's secondary. We're probably going to go digital. Back in Merrimack that had stored things digitally (inaudible) not on tapes. It can go on tapes also, but most of it is going to be stored digitally. It can be transmitted from one location. It could be the central location for all the servers so you don't have to go to different locations. However, the education people may say we want all of our serves located in the school because we don't want anybody out there to access that server. Again, then you have a server for the education channel, a server for the government channel, a server for the public channel.

These decisions as well as all the other technical stuff we talked about earlier all has to be laid out in a technical plan. I have not defined a technical plan. I'm not going to be the PEG program director. The first task I suspect that this board will assign to the PEG program director is start defining the technical plan and come back to this board a month later and start giving us the outline of this technical plan. We'll ask him precisely these points. Now that you've given the Policy and Procedures Manual on how this thing is going to be managed, because we do have a management organization, how do we do the technical overlay on this management organization? Do you understand that?

Paul Johnson

That is helpful. It sounds to me like we're creating somewhat of a massive bureaucracy here with the potential for 3 separate operations and departments with great deal of overlap in terms of capabilities, staffing, overhead, and what not. The potential for cooperation, but also the potential for non-cooperation. I look at other systems like Merrimack, for example, and others that are much more technically integrated and streamlined, much more cost efficient for the ratepayer and the community and really achieve a lot of synergies where you have volunteers doing government taping. You have cross-pollination between education and public access and

what not. I understand it's late in the game and this is set up, but it does seem like it's creating an awful lot of complexity and an awful lot of additional costs and potentially paid staff.

Alderman Teeboom

Well you may have that opinion, but the fact is we are trying to isolate the public access channel totally. In Merrimack, a city like ours are deep pockets. We don't want to get sued. Manchester got sued. We have particularly set this up to create a totally independent functioning of the public access channel. Yes you can call it bureaucracy; we're going to have to pay for a contractor. We'd rather do that than not.

As far as the education channel, there's been a horrendous amount of discussion in the background about the superintendent wanting to have total control over that channel. Totally independent control. We kind of have a mixture now as I define the E channel. We are going to hire somebody to oversee that. There's 5 locations alone we are going to be able to broadcast from. Four or five. The government channel is here. You may think of this as bureaucracy, I suggest Mr. Johnson you take a look at the Policy and Procedures Manual. That's the way it is set. That management structure has defined – if the aldermen approve it, that's set. We're not going to monkey around with it any more because the aldermen would have to approve any changes. They are happy with it. The aldermen were very concerned about independence between the public access channel and the other channels. That's been a major concern. There's been a major controversy about the independence of the education channel cost (inaudible) with the government channel.

The independence is here because the politics are here. We're a much bigger organization than Merrimack. Frankly Merrimack, for all the money they have, it's a huge thing too. It's basically one guy roughly full time. For them it works fine. This is three times a bigger city. So we can be more expensive. Will the funding cover all of this? I'm looking for a funding change. We're spending \$650,000 that we don't get that goes into the general fund. Should there be some money set aside to make sure the public access channel has continual funding. It doesn't depend from year to year on the whim or whatever the board decides is a political wind.

The technical part is next. If you make the application to join, then you give me your technical background. I hope that you will be a significant influence on the technical decisions that are made here.

Paul Johnson

Thank you. I'd like that. I'm not here to disagree necessarily with the structure. There are obvious advantages and disadvantages to it. I'm disappointed that some of the synergies that would otherwise accrue to the City in the savings will not be there. But it is what it is and we have to live with it. Certainly eager for more of a vision on how this board currently sees public access going forward and what they'd like to see of it. Anyone else besides Alderman Teeboom perhaps.

Unidentified Male Speaker

Just briefly I would like to say that just touching on your previous point, you mentioned as far as volunteerism and in particular reference to the Merrimack system. I'm sure that if there were instances where that would be applicable would welcome volunteers to participate in - I'm sure the educational channel wouldn't have any objection to it. I'm sure that the government channel or certainly the public access channel wouldn't have any objection to volunteerism where it is appropriate and where it can be beneficial.

As far as the public access aspect of the system, our first priorities after the contract were to improve the government channel and to get the educational channel running. So right now the public access channel is still very new in our thought processes. I think it is still somewhat a blank slate. The way that that would be implemented – we will have a separate under the proposed policies procedure we will have a separate organization that will be dealing with that. The way that that will be implemented is still relatively amorphous and needs to be shaped.

Alderman Teeboom

Can I ask Dorothy Clarke – what I said about the not stopping anything Comcast are doing in reply to Mr. Gordon Jackson. Is that corporate take?

Dorothy Clarke, Esquire

At the technical meeting to hear Comcast's position, but I would say that would seem consistent with positions they have taken in the past that follow the letter of what they promised and no more.

ADJOURNMENT

MEETING ADJOURNED

The meeting was declared closed at _____ a.m.

Committee Clerk