



City of Nashua
**Cable Television
Advisory Board**



September 9, 2022

8:30 AM

Aldermanic Chamber

Roll Call

Public Comment

Acceptance of minutes of previous meetings

- July 22, 2022

Communications

Old Business

New Business

BRBTV Update – In person presentation

Public Comment

Remarks by the members

Adjournment

CABLE TELEVISION ADVISORY BOARD

07/22/2022

A meeting of the Cable Television Advisory Board was held July 22, 2022 at 8:30 a.m. in the Aldermanic Chamber and via Zoom.

Members of Committee present: Andrew Cernota, Chairman

 Alderman Ernest Jette

 Kimberly Kleiner, Director of Administrative Services

 Joe Fay, Police Designee

 Jennifer McCormack, Library Director

 Cheryl Lindner, Treasury Management Officer

 Nick Miseirvitch, IT

 Cole Morgan

Andrew Cernota, Chairman:

Welcome everyone to the special meeting of Cable Television Advisory Board meeting. We will begin with a roll call. Steve Buxton is not here. Lauren Byers sent her regrets, she is on vacation. Andrew Cernota is here. Justin Chapman is not. Joe Fay?

Joe Fay:

Present.

Andrew Cernota, Chairman:

Alderman Ernest Jette is not here.

Alderman Ernest Jette:

I am here in Zoom.

Andrew Cernota, Chairman:

Oh, you are on Zoom. Okay. Kimberly Kleiner is joining us by Zoom.

Kimberly Kleiner, Director of Administrative Services:

Good morning, I am here.

Andrew Cernota, Chairman:

Cheryl Lindner?

Cheryl Lindner:

Present.

Andrew Cernota, Chairman:

Jennifer McCormack?

Jennifer McCormack, Library Director:

Here.

Andrew Cernota, Chairman:

Nick Miseirvitch?

Nick Miseirvitch, IT :

Here.

Andrew Cernota, Chairman:

Cole Morgan.

Cole Morgan:

Here.

Andrew Cernota, Chairman:

All right. We do in fact have a quorum. All right, first item is public comment. There is no one that wishes to make a comment at this time. Acceptance of minutes from previous meetings? You all should have received a copy of the June 10th meeting minutes. Is there a motion?

Jennifer McCormack, Library Director :

Move to accept and place on file.

Andrew Cernota, Chairman :

Motion to accept and place on file. Any discussion? Seeing none. All those in favor.

Jennifer McCormack, Library Director:

I.

Andrew Cernota, Chairman:

Oh, I am sorry. It is,

Cheryl Lindner:

Role call.

Andrew Cernota, Chairman:

All right, now for the roll call, is it acceptable just to- to call the role for the people that are here, or do I have to read everyone that's not here as well? Does anyone know if this...?

Kimberly Kleiner, Director of Administrative Services:

You can read only those present.

Andrew Cernota, Chairman:

Okay.

Cole Morgan:

The roll call has to include the members that are on Zoom.

Andrew Cernota, Chairman:

Okay.

Cole Morgan:

So they-

Kimberly Kleiner, Director of Administrative Services:

Correct.

Cole Morgan:

You have to read everybody's.

Andrew Cernota, Chairman:

Right.

Cole Morgan:

The names of everyone that is there either in the room or on zoom.

Andrew Cernota, Chairman:

Or on Zoom.

Cole Morgan:

Yes

Andrew Cernota, Chairman:

However, I do not have to add the ones that we know are absent, okay. Andrew Cernota votes in favor. Joe Fay?

Joe Fay:

Yes.

Andrew Cernota, Chairman:

Alderman Jette?

Alderman Ernest Jette:

Yes.

Andrew Cernota, Chairman:

Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

Yes.

Andrew Cernota, Chairman:

Ms. Lindner?

Cheryl Lindner:

Yes.

Andrew Cernota, Chairman:

Ms. McCormack?

Jennifer McCormack, Library Director:

Yes.

Andrew Cernota, Chairman:

Mr. Miseirvitch?

Nick Miseirvitch, IT:

Yes.

Andrew Cernota, Chairman:

Mr. Morgan?

Cole Morgan:

Yes.

Andrew Cernota, Chairman:

All right, the motion passes. All right, Ms. Kleiner, would you like to start us off with the Franchise discussion?

Kimberly Kleiner, Director of Administrative Services:

Happy to. Thank you, Chair. On June 2nd, I had written a memo, which kind of outlined where we are. I apologize for not being there today, I am traveling. We've pretty much followed all of the steps outlined, and we are in a place now where we have a draft final agreement, which, both Mr. Poehnert and Mr. Johnson and I, the Legal Department, the Department of Public Works, we have all reviewed. We believe that it incorporates everything that the Cable Advisory Board has asked for and everything that has been outlines, or outlined, by our departments that they felt was important.

So at this point, we would recommend to the committee that we move forward with the city's process of the finance committee and the Board of Aldermen so that we may have final approval.

Andrew Cernota, Chairman:

Okay. I guess at this point, it would be in order to request a motion with regard to the Franchise Agreement, and then after the motion is made, then we will have discussion of it. So is there a motion with regard to the Franchise Agreement? Proposed Franchise Agreement.

Joe Fay:

Motion to accept.

Andrew Cernota, Chairman:

Motion to accept, or perhaps to recommend passage by the city. Any discussion of the motion?

Alderman Ernest Jette:

If I could, I am trying to figure out how to raise my hand here. If I could be recognized?

Andrew Cernota, Chairman:

You are indeed recognized.

Alderman Ernest Jette:

Thank you. So I agree with the proposed Franchise Agreement, except, I don't know if I just don't remember it, but I don't remember that the Franchise Renewal working team, I guess we were called, I don't remember that we, formally agreed that there would be no increase in the franchise fee.

Whether we did or not, I would think the franchise fee should be increased to the full 5%. Remember, the franchise fee, if I understand and I can be, I welcome any correction, but as I understand it, the franchise fee is levied only on the- the cable TV portion of the bill, which I think, amounts to about \$50. It does not include, I do not think, the additions, like Netflix and HBO and ESPN.

Andrew Cernota, Chairman:

I believe, actually, it does include HBO and things like that. If it's something that, if it's a data subscription that person has outside of Comcast, that wouldn't be included, but things like HBO that would be subscribed to through the Comcast system would be part of that franchise fee.

Alderman Ernest Jette:

Okay, so then, I stand corrected. When I looked at my bill, it looked to me like the franchise fee was only levied on the- the cable TV portion, not any of the extras. If it is just the cable TV portion, that amounts to about \$50. If it includes more than that, with the average bill is probably, the part that the franchise fee is levied on is probably around \$100. Therefore, the 1% would be 50 cents to a dollar.

I do not think it's an unreasonable amount, and others may not know this, but the Board of Aldermen has several pieces of legislation coming through to adjust the fees that the city charges for things like the- the Health Department inspection fees, the Building Department inspection fees. The Fire Department inspection fees, you know, things of that nature. Updating them, to current levels that other cities and towns are charging around the state.

As I remember, our discussion when we had some of the other cable TV people in from other towns, most of them are charging the full 5%. Therefore, I think it is reasonable for us to do so. I think with the overall subscriptions to cable TV trending downwards people are cutting the cord, so to speak, so the amount of money that is going to be available is going to be less and less.

That is why I think it is appropriate to adjust that to the full 5%. Therefore, I would move to amend, to provide the cable TV, the cable franchise, the portion that we charge, the franchise fee, that it be increased to the full 5%.

Andrew Cernota, Chairman:

All right, so there is a motion to amend, so we will have to have discussion of that motion. Alderman Jette you just spoke in favor of the motion as part of the motion, so is it all right if we start off with another discussion, or would you like to speak more to the motion?

Alderman Ernest Jette:

Of course. No, I am sorry, I said what I had to say, thank you.

Andrew Cernota, Chairman:

Okay. All right. I would just like to say that I would not be in favor of the motion. I think at this point, we are different from the other communities that proposed, that have come and spoke and- and talked about being at the 5%. In Nashua, we have a much larger number of subscribers, even though we are charging the lower amount, so as far as, in absolute terms, as far as being able to use the funds to operate the PEG program, we have been able to do a high degree of successful programming at, with the fees that are in place.

Yes, there is going to be pressure on that increasing over the years and I believe that we are able to adjust the franchise fee as part of that if that comes to pass. The other significant difference between Nashua and the other communities that were talking about their 5% rate is that those communities use all of that money for their PEG programming. In Nashua, the bulk of the money actually goes to the city's general fund, not to PEG programming. So, while the city is looking at adjusting its fees for its user fees for the different other services that are provided, here, the increase would go to the city's general fund. It is a tax, as opposed to just a user fee and it's a tax that's directed to the Comcast, subscribers rather than the city in general.

Andrew Cernota, Chairman:

So, I think that, by increasing the fee on the Comcast subscribers to pay for even aspects like the streaming, which right now we do, take out of that money, but if we were to increase it with the expectation that we'd have to also increase streaming, we're basically making the Comcast subscribers pay for the services being provided to the cord cutters. Which seems, it strikes me as somewhat inequitable. Mr. Poehnert?

Jeff Poehnert:

Jeff Poehnert. Just correct me if I am wrong, but I think we can readdress this during the agreement period, can we not.

Andrew Cernota, Chairman :

I believe this agreement does permit that.

Jeff Poehnert:

That is something that we had talked about.

Andrew Cernota, Chairman:

Yes.

Jeff Poehnert:

Yes

Andrew Cernota, Chairman:

Mr. Miseirvitch?

Nick Miseirvitch, IT:

Nick Miseirvitch. I am also not in favor of the increase. Even though it is a slight increase, it is still an increase, and our citizens are faced with enough increases for this year. Therefore, to impose yet another one is, not equitable for our citizen base.

Andrew Cernota, Chairman:

Thank you. Mr. Morgan?

Cole Morgan:

Cole Morgan. I actually am in favor of it. I think even though we do have the opportunity to raise this later, I do think that we are a much larger city, so we have much higher costs to produce content in relation, per capita. Content per citizen almost. We have more going on, more to represent.

Cole Morgan:

Just looking at the budgets we have now, first, I am amazed at what we can do with the budgets we have, but I think that there is probably still a lot of room for improving that. And it seems like this won't pass today, but, I just wanted to say I am in favor of it, and also in favor in looking at how we can

increase the percentage of the fee that we do get from the city. I think it'd be great to move this up, and as well the percentage we get. I think it would be both, just as a comment there.

Andrew Cernota, Chairman:

All right. Any other comments?

Joe Fay:

Joe Fay. Just one question just for clarification purposes, any adjustments in that franchise fee will result its going be directly passed on to the consumer, right, a hundred percent of it, whether you increase it, or savings to the consumer if you lower it?

Andrew Cernota, Chairman:

Correct, it is a separate line item on the bill. Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

Yes, thank you. So the direction that Mr. Poehnert, Mr. Johnson, and I were given, when we went back for final negotiation with Comcast, and after speaking with the administration, was that we were looking at not increasing the fee at this time, but to add the language in which allowed us to do that. Therefore, that is added into the agreement. We could at any point during the term of the contact change that fee, and there is, you know 90 days to implement the request.

To the chair's point, that was the conversation at the committee was do we look at changing the 2.7, the 1.3, the amounts going to the general funds and the amount going to PEG? We could, and that would be an action with the Board of Aldermen, and I think at this point, looking at the PEG budget, that would be the move that should be made before you raise the tax, ultimately, that is impacting our residents. The administration's open to that conversation should we need to.

We also do not have the expenses at this point that shows a drastic need to do so. So we've been within our budget, we haven't been overspending, the expenses that we have, haven't risen so drastically that it's really pushing for this move at this time, in my opinion. We did just have to negotiate and raise the fees that we are now paying for Channel 96, but we are still okay. We did increase the pay that we are paying our videographers, which I think was the right move considering the market out there. Still, I think we are fine, and I do not see a drastic need at this point.

Andrew Cernota, Chairman:

Mr. Poehnert?

Jeff Poehnert:

Jeff Poehnert. I agree with Director Kleiner on this, because we've discussed this as far as the breakout of the 2.7 that current goes into the general fund and the 1.3 that goes to us that would increase going to us, I mean, we do, we've committed to \$80,000 for, Public Works, building, and of course our new contract is more expensive. Therefore, there is things coming down the pike that would causes, certainly Pete and I to want a have that breakout a little different.

Andrew Cernota, Chairman:

Very good. All right, any other... Mr. Morgan?

Cole Morgan:

Cole Morgan. Just to call out one other thing from my tour of the studio before, we have done really well with the tech we have. As we all know, through chip shortages and supply chain, there has definitely been a massive increase in time for acquisition, as well as cost, for many pieces of equipment. Again, I am impressed with the quality of production that we are able to bring to citizens with the gear we have.

I know some things like cameras and lights are quite old now. I mean, I believe the whole studio is still incandescent lights versus LED. Many things could be, and probably should be, updated. Obviously it will work for the foreseeable future but I think as we look to produce better content, more sustainable content, using a tenth of the energy with the lights, et cetera, these are definitely, ways that that money would be well spent and could benefit all the citizens.

Andrew Cernota, Chairman:

Mr. Poehnert?

Jeff Poehnert:

Jeff Poehnert. Yes, we were lucky too when we did do the studio that we got into the very basement, of the, incandescent lights. Therefore, it is good, but they are getting old now. I mean, it has been 12 years. Our cameras are 720p, and they are outdated at this point. They are working fine, but the time is coming. There is quite a few things that we have to phase out and- and update.

Andrew Cernota, Chairman:

Very good. All right, so, if there are no further comments on the proposed amendment we will vote on the amendment. All right, Andrew Cernota votes no. Deputy Chief Fay?

Joe Fay:

No.

Andrew Cernota, Chairman:

Alderman Jette?

Alderman Ernest Jette:

Yes.

Andrew Cernota, Chairman:

Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

No.

Andrew Cernota, Chairman:

Ms. Lindner?

Cheryl Lindner:

No.

Andrew Cernota, Chairman:

Ms. McCormack?

Jennifer McCormack, Library Director:

No.

Andrew Cernota, Chairman:

Mr. Miseirvitch?

Nick Miseirvitch, IT :

No.

Andrew Cernota, Chairman:

Mr. Morgan?

Cole Morgan:

Yes.

Andrew Cernota, Chairman:

The motion fails. Therefore, we will be back to the primary motion, which is the recommendation of the approval of the franchise agreement. Is there any additional discussion of that? Mr. Miseirvitch?

Nick Miseirvitch, IT:

Nick Miseirvitch. I guess it's more of a question directed to Ms. Kleiner. In the notes, there is the paragraph that we will have the option to increase the 1% later during the extent of this contract, is that true?

Kimberly Kleiner, Director of Administrative Services:

Yes, that is true, and that is the request that would take 90 days to implement. I, from what I understand, in order to do that, though, it would still require a vote by the Board of Aldermen. So, I mean, the 90 days is once Comcast gets it, it would still have to go through the city's legislation process.

Andrew Cernota, Chairman:

That is section 9.1A.

Nick Miseirvitch, IT:

All right, thank you.

Andrew Cernota, Chairman:

Any other discussion? All right, we will move to a vote. Andrew Cernota votes in favor. Deputy Chief Fay?

Joe Fay:

Yes.

Andrew Cernota, Chairman:

Alderman Jette?

Alderman Ernest Jette:

Yes.

Andrew Cernota, Chairman:

Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

Yes.

Andrew Cernota, Chairman:

Ms. Lindner?

Cheryl Lindner:

Yes.

Andrew Cernota, Chairman:

Ms. McCormack?

Jennifer McCormack, Library Director:

Yes.

Andrew Cernota, Chairman:

Mr. Miseirvitch?

Nick Miseirvitch, IT:

Yes.

Andrew Cernota, Chairman:

Mr. Morgan?

Cole Morgan:

Yes.

Andrew Cernota, Chairman:

The motion is approved. All right, we again have a period for public comment and there is no public comment. The next section's remarks by members, but I know that Mr. Poehnert has a brief update for us that he wanted to mention.

Jeff Poehnert:

Yes, just something over on the North High School Lecture Hall. They have been having a large problem with the audio over the last month or so. What is really happening is the system needs to be replaced, it is failing. However, it was kind of going back and forth, and some meetings would work, some meetings all of a sudden they would just get all this noise and feedback.

Mr. Johnson and I went over there on Tuesday and some years ago, we had purchased a portable audio system because the Board of Ed used to go around to each high school and have their meetings every month, and so it required us to follow with them. It is a 16-microphone system.

So we went over and we installed it kind of underneath everything to bypass their system on Tuesday, and then it goes, it's wirelessly, brought back to our control room in the back for the broadcast, because we didn't want to run a cable up that lecture hall staircase. We have had three meetings in there since, and all of them have gone perfectly fine. I do not think anybody is the wiser that, they are using different microphones at this point.

It's not a total solution it's a temporary solution, but with the supply line the way it is now, they're going to go, they're getting on this with the vendors to replace that system, but that could be a while.

Andrew Cernota, Chairman:

Okay.

Jeff Poehnert:

I just wanted to let you know that we are in a good spot right now over there.

Andrew Cernota, Chairman:

All right. Any other remarks by members? Mr. Morgan?

Cole Morgan:

I just wanted to bring a concern to the group, about the BRB TV's new contract. I had a concern that the BRB TV group, or shareholders, will use their new contract with the city to directly benefit the shareholder's ex- shareholder's existing business, the radio station that they run. I am curious and concerned at the oversight mechanisms which we might be able to use to ensure that there is no. I do not want to use the word quid pro quo, I feel like that is used too much lately, but basically quid pro quo. I am mildly to very concerned about that.

Andrew Cernota, Chairman:

Actually, that raises one thing that I did want to remind people of, you've should have all received by email a report from BRB giving some information as far as their current. I believe that went out this morning.

Jeff Poehnert:

I didn't

Andrew Cernota, Chairman:

I think it's-

Jeff Poehnert:

I apologize, I don't know.

Andrew Cernota, Chairman:

Yes

Kimberly Kleiner, Director of Administrative Services:

I will check.

Andrew Cernota, Chairman:

Just before 8:00. I would encourage everyone to read through that and we will be getting reports from him or her at the next regularly scheduled CTAB meeting. As far as the oversight mechanisms, obviously the city, because they are professional and here on a regular basis, they will be dealing with BRB on a regular basis. And certainly if anyone receives, of the public, receives an improper tying between services from the radio station to cable access scheduling or anything of that nature, they should certainly report it to the city.

CTAB also is available to hear concerns and questions about that. Certainly if anyone has, feels that his or her viewpoint is being discriminated against or there is some problem that needs to be addressed, certainly contact the city and or contact us.

Ultimately, the most significant thing would be that if BRB breaches their contract with the city, then the contract could be terminated. Obviously, for both the city's sake and for in general dealing with contractors, if there is a problem, we would prefer to solve it rather than go to termination, if it is capable of being solved.

Andrew Cernota, Chairman:

I think that, generally speaking, the mechanism by which things would be heard. Mr. Morgan, you had a follow-up.

Jeff Poehnert:

Thank you, chair.

Cole Morgan:

Yes, just a follow-up on that. They do state that they are using their radio station to promote national public television, as well as they've also started a series, that interviews all the current hosts from the TV station. To me, their first report does show that they are. While it is definitely a benefit to Nashua public television to get more awareness, I do feel that in their first report, they are already mixing the two very clearly. I just read that now, so that was not where my concerns came from, but it is clear that is already beginning to happen.

Andrew Cernota, Chairman:

I would say that the main concern that I would have would be if they were trying to sell what they should be giving free under the city contract. If they are using their radio station to promote the TV station, that is probably a benefit to the city. If they are using the TV station to promote the radio station, that is problematic and that would be something that we would be very interested in hearing about and addressing in discussions with them. Mr. Miseirvitch, I believe you had you-

Andrew Cernota, Chairman:

Ms. Kleiner, did you have something?

Kimberly Kleiner, Director of Administrative Services:

Yes. Therefore, the contract between BRB TV and the City lists my office as the city contact, and we have taken this very seriously. I speak with them almost daily, we also have Mr. Young, who is working on behalf of the city, and he is dealing with the technical side of things and making sure that the staff of BRB TV are trained and are following our normal city processes. Mr. Young is doing a fantastic job with that.

We also have Mr. Johnson and Mr. Poehnert there and they are watching day-to-day to see what happens. The issue that was raised that is looked at as a benefit to the radio station, I mean, to the TV station. The radio station interviews tons of city folks, they Mayor himself. Therefore, to interview people that are also putting on shows on the TV station is not that far of a stretch and it does benefit the TV station.

If anyone has any concerns, I would ask that they call my office and they let us know. We will speak with Mr. Russell and Mr. Bartis immediately. They have been very helpful in working out and calling us, letting us know their plans, walking with us and then we'll contact Legal if we really have a question as to whether there's going to be a conflict with something. However, at this point, I think that the transference is going very, very smoothly and all of the producers that we have spoken to seem happy at this point.

Andrew Cernota, Chairman:

Mr. Poehnert?

Jeff Poehnert:

I was just saying also, Mr. Young, Mr. Johnson, and myself are together every day, conferring.

Andrew Cernota, Chairman:

Excellent that is good. Any other discussion? Mr. Morgan?

Cole Morgan:

Cole Morgan, I have one question, and depending on the answer to the question, potentially a concern. The services that are provided to the citizens of Nashua are paid for by the citizens of Nashua, so is it possible to have people that do not live or do not reside in Nashua to have shows, on the TV station?

Andrew Cernota, Chairman:

If a show is a citizen of the city or a resident of the city, has to be a producer for a show that is on public access. That producer might be just taking something that is produced by another entity or someone outside the city and sponsoring it, or they could be, engaged in the production themselves. However, as long as there is a resident that is sponsoring the programming. Ms. Kleiner? You are muted.

Kimberly Kleiner, Director of Administrative Services:

My apologies. This issue came up recently and was asked. Therefore, you do have some producers, and I want to be careful, that are actually entities. So for instance, the Director of the United Way, he himself does not live in Nashua but the entity is a Nashua entity, so it is the entity who is actually producing the show. So it's not they just live in Nashua, the entity for that they work for could be Nashua-based. And we do look at greater Nashua too when it comes to things like public health and our other services, so we've looked at is there really a basis for the greater Nashua region that the city serves on many other, in many other services.

Cole Morgan:

Cole Morgan, just a follow-up to that, so would it be viewed any differently if the members of BRB TV were the sponsor for content from outside the city. Because they are- they are technically a Nashua entity. I am just wondering if the viewpoint changes if it is BRB TV that is sponsoring the content. If that makes sense?

Andrew Cernota, Chairman:

I think it probably. Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

I guess I would ask for some clarification on the question. You really should not have BRB being the producer, so I guess I am questioning-

Cole Morgan:

Cole Morgan, I will clarify. Exactly that, having BRB TV be the Nashua based entity that is sponsors that would produce content from someone that does not live in Nashua, so if there's someone that lived in Concord that wanted to do a show, or Boston that wanted to do a show, and have BRB act as the entity-Nashua entity to produce it. I am just wondering if that is viewed under the same light as a scenario, like the United Way.

Andrew Cernota, Chairman:

I know it would sit wrong with me. As far as precise stipulations there, part of their contract involved them creating a policy and procedures manual that we will have to approve, and that is the sort of thing

that should be addressed in that policy and procedures manual that it is a specific detail and that is what that type of a manual is designed to address. Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

Kim Kleiner. Yes, I would agree with you Chair that would sit... I do not think that is relay the purpose and I know they are working on the manual and the policies and procedures, which they intend to have you review in September. However, they really should, BRB TV should not be the producer. The producer should be some Nashua entity or connected with Nashua in some way.

Therefore, I know that this came up with the thought that they would have some news, they should not be the producer of that news, and I know they are working with an outside entity that would actually be the producer of it. They would actually go out and get the news, and they would report on the news. I feel that is in the best interest of the city and of the residents to have, keep that separation.

Andrew Cernota, Chairman:

Any other remarks by members? If not, is there a final motion?

Cheryl Lindner:

I will make a motion to adjourn.

Andrew Cernota, Chairman:

Motion to adjourn. Andrew Cernota votes yes. Deputy Chief Fay?

Joe Fay:

Yes.

Andrew Cernota, Chairman:

Alderman Jette?

Alderman Ernest Jette:

Yes.

Andrew Cernota, Chairman:

Ms. Kleiner? Did we lose Ms. Kleiner?

Kimberly Kleiner, Director of Administrative Services:

Yes.

Andrew Cernota, Chairman:

Ms. Lindner?

Cheryl Lindner:

Yes.

Andrew Cernota, Chairman:

Miss McCormack?

Jennifer McCormack, Library Director:

Yes.

Andrew Cernota, Chairman:

Mr. Miseirvitch?

Nick Miseirvitch, IT:

Yes.

Andrew Cernota, Chairman:

Mr. Morgan?

Cole Morgan:

Yes.

Andrew Cernota, Chairman:

I do want to note for the record that Mr. Rodriguez is still not on the roster on the city website, and so I inadvertently omitted him from the roll call votes, but he hasn't been here for the meeting. See everyone at our next meeting.

Joe Fay:

Thank you very much, everyone.

Kimberly Kleiner, Director of Administrative Services:

Thank you.

ADJOURNMENT

The meeting was adjourned at approximately 9:10 a.m.



THE CITY OF NASHUA

"The Gate City"

To: Members of Cable Television Advisory Board (CTAB)

CC: Mayor Jim Donchess

From: Jeff Poehnert, PEG Manager

Pete Johnson, Education Channel Access Administrator

Date: September 9, 2022

Re: City of Nashua PEG Program Report

The following status report represents PEG Program activities during the month of August 2022.

FINANCIAL:

Budget - CTAB Financial Report for the month of August 2022 has been submitted.

Current balance of Operating account (2505) is **\$573,668.45**

Expenses for August 2022, including salaries and facility operations totaled **\$28,623.00**.

OPERATIONS:

Channel 16, 96, and 99 Broadcasts - 3311 cablecasts total June to August 2022

- 104 live events (Public96 = 3, Education99 = 55, Government16 = 46)
- 3206 Playbacks (Public96 = 1519, Educ.99 = 877, Gov.16 = 811)
- 2569 Hours (Public96 = 909, Educ.99 = 872, Gov.16 = 884)

ETV PROGRAMMING ACCOMPLISHMENTS for June '22

6/1/22 Live coverage of Silver Knights Baseball at Holman Stadium

6/2/22 Live coverage of North/South Baseball at Homan Stadium

229 Main Street • Nashua, New Hampshire 03060 • Phone (603) 589-3307 • Fax (603) 594-3434

6/4/22 Live coverage of Exeter/South Baseball at Holman Stadium
6/8/22 Live coverage of Sliver Knights Education Day Game
6/9/22 Recorded Almost Summer concert at Dr. Crisp Elem. School
6/13/22 Live coverage of Nashua South Graduation from Stellos
6/14/22 Live coverage of Nashua North Graduation from Stellos
6/16/22 Recorded Nashua Public Health Matters in Studio
6/21/22 Live coverage of 8th Grade Promotion at Pennichuck MS
6/21/22 Live coverage of Nashua City Budget Public Hearing at North
6/22/22 Live Coverage of Silver Knights Baseball from Holman Stadium
6/29/22 Live coverage of Silver Knights Baseball from Holman Stadium

ETV PROGRAMMING ACCOMPLISHMENTS for July '22

7/4/22 Live Coverage of Silver Knights Baseball from Holman Stadium
7/4/22 Live coverage of 4th of July activities & Fireworks from Holman
7/6/22 Live coverage of Bach's Lunch Concert from Nashua Library
7/8/22 Recorded Nashua Public Health Matters in Studio
7/12/22 Live coverage of Bach's Lunch Concert from Nashua Library
7/15/22 Live coverage of Silver Knights Baseball from Holman Stadium
7/17/22 Recorded NH Girls Hockey Invitational at Tri-Town Arena
7/19/22 Live coverage of Bach's Lunch Concert from Nashua Library
7/26/22 Live coverage of Bach's Lunch Concert from Nashua Library
7/29/22 Recorded Nashua Public Health Matters in Studio

ETV PROGRAMMING ACCOMPLISHMENTS for August '22

8/4/22 Live coverage of Silver Knights Baseball from Holman Stadium
8/9/22 Live coverage of Silver Knights Semi-Final from Holman Stadium
8/11/22 Recorded Nashua Public Health Matters in Studio
8/11/22 Live Coverage of Silver Knights Final from Holman Stadium
8/18/22 Recorded McCarthy Middle School Groundbreaking
8/18/22 Live coverage of Nashua Public Health Monkeypox forum
8/26/22 Recorded Nashua Public Health Matters in Studio

Public Works Conference Room Build

Nashua CTV is in the process of identifying the technology requirements in order to cover various departmental meetings held in the new Public Works Conference Room upon completion of the facility. We will then move forward based on those requirements, aligning with the NTE \$70,000.00 figure this board has already approved.

New Videographer(s)

We recently hired a new videographer to replace Tyler who left nearly a year ago. Bruce Hilsmeier recently relocated to the area from Maine and has experience in providing televised meeting coverage for a small community outside of Portland. We are also looking at additional candidates to increase our compliment of on-call videographers.

BRBTV Update Report



CITY OF NASHUA, NEW HAMPSHIRE
SPECIAL REVENUE FUNDS
REVENUE AND EXPENSE DETAIL
FISCAL YEAR 2023
THROUGH AUGUST 31, 2022
PEG ACCESS CHANNELS FUND

2505 PEG ACCESS CHANNELS FUND		BUDGET	ENC/COMMIT	ACTUAL YEAR TO DATE	BALANCE
OPENING FUND BALANCE					
32000	RESERVED FOR ENCUMBRANCES	-	-	-	2,428.00
34900	FUND BALANCE	-	-	-	580,863.79
TOTAL	OPENING FUND BALANCE	\$-	\$-	\$-	\$583,291.79
REVENUE					
42576	CABLE TV FRANCHISE FEES	475,000.00	-	104,690.12	370,309.88
45999	MISCELLANEOUS REVENUE	1,000.00	-	-	1,000.00
48990	USE OF FUND BALANCE	507,878.00	-	-	507,878.00
TOTAL	REVENUE	\$983,878.00	\$-	\$104,690.12	\$879,187.88
EXPENSES					
51100	WAGES FULL TIME	135,986.00	-	20,873.80	115,112.20
51200	WAGES PART TIME	54,000.00	-	11,795.50	42,204.50
52100	FICA/MEDICARE	14,534.00	-	2,359.05	12,174.95
52150	PENSION EXPENSE	19,120.00	-	2,934.84	16,185.16
52300	BENEFITS	32,946.00	-	5,148.32	27,797.68
53432	TRANSCRIPTION SERVICES	500.00	-	92.00	408.00
54100	ELECTRICITY	3,765.00	-	457.84	3,307.16
54114	HEATING GAS	500.00	-	6.77	493.23
54141	WATER	1,000.00	-	89.31	910.69
54280	BUILDING/GROUNDS MAINTENANCE	1,000.00	-	-	1,000.00
54487	EQUIPMENT REPAIRS & MAINTENANCE	25,805.00	2,428.00	15,500.00	7,877.00
55118	TELEPHONE-CELLULAR	1,200.00	-	200.00	1,000.00
55200	DUES AND MEMBERSHIPS	1,000.00	-	614.99	385.01
55300	TRAVEL	4,500.00	-	-	4,500.00
55400	CONFERENCES AND SEMINARS	3,500.00	-	-	3,500.00
55500	ADVERTISING	1.00	-	-	1.00
55607	POSTAGE & DELIVERY	60.00	-	-	60.00
55699	OTHER CONTRACTED SERVICES	175,000.00	2,483.20	44,139.64	128,377.16
61100	OFFICE SUPPLIES	3,200.00	-	96.95	3,103.05
61299	MISCELLANEOUS SUPPLIES	2,000.00	600.00	134.28	1,265.72
61428	CLEANING & JANITORIAL SUPPLIES	1,409.00	-	46.93	1,362.07
61830	SUBSCRIPTIONS	850.00	-	360.00	490.00
61910	MEALS - FUNCTIONS	300.00	-	-	300.00
71000	EQUIPMENT	4,000.00	-	160.04	3,839.96
81100	CAPITAL IMPROVEMENTS	500,130.00	-	3,792.00	496,338.00
TOTAL	EXPENSES	\$986,306.00	\$5,511.20	\$108,802.26	\$871,992.54
CLOSING FUND BALANCE					\$ 573,668.45