

## CABLE TELEVISION ADVISORY BOARD

JANUARY 8, 2016 MINUTES

A meeting of the Cable Television Advisory Board was held Friday, January 8, 2016 at 8:30 a.m. in the Aldermanic Chamber.

Members of Committee present: Andrew Cernota  
Bruce Codagnone, IT  
Steven Gallipeau, Fire Chief  
Sally Hyland  
Paul Johnson, Citizen Representative

Members of the Committee absent: Larry Artz, Citizen Representative  
Dorothy Clarke, Esquire  
Rick Farrenkopf  
Brian Geraghty  
Ed Lecius  
Jennifer McCormack  
Alderman Dan Moriarty

Also present: Jeff Poehnert  
Pete Johnson

### Andrew Cernota

Don't appear to have a quorum but for the record, Ms. Hyland is here; Mr. Johnson, Bruce Codagnone, Chief Gallipeau, and Andrew Cernota.

### PEG MANAGER'S REPORT

### FINANCIAL STATEMENTS

### Jeff Poehnert

The current balance of our operating account 2505 is \$410,703.56. That does reflect the \$151,000 put in on the new franchise agreement. Our operating costs totaled \$23,366. In our operations, we had 1,208 cablecasts total in December of 2015.

Of this 21 were live events and of this, 10 were on Education 99 and 11 on Government 16. We had 1,187 playbacks and of this we had on Public 96 - 470, Education 99 -473, and Government 16 - 244. That's what I have today.

### COMMITTEE REPORTS

- Education Channel 99

Pete Johnson

On the Education Channel side some of the things that we did that were important during the – not that it isn't all important but some of the bigger things that we did during the month of December which is always one of our busiest months with holidays and also the sports tournaments that held during Christmas break. On the 7<sup>th</sup> we recorded the tree trimming here at City Hall that had the Fairgrounds Elementary School select Chorus. On the 9<sup>th</sup> we provided live coverage of a special Board of Education meeting from the North Media Center. On the 10<sup>th</sup> we recorded the Birch Hill Elementary School winter concert. On the 14<sup>th</sup>, we were over at the Senior Center recording a new Seniors Count Program. This one was on abandoned property. The 15<sup>th</sup> the Main Dunstable Elementary School concert. Later on the 15<sup>th</sup> that evening we did the Charlotte Avenue Elementary School concert. On the 16<sup>th</sup> Sunset Heights concert. On the 17<sup>th</sup> we did the St. Christopher Elementary School Christmas concert. The 19<sup>th</sup> we did the Nashua South Santa Fund concert. The rest of them in 3 days we did a number of games: North versus Hollis/Brookline girls' basketball, South versus Hollis/Brookline girls' basketball, North versus Alvirne boys' basketball, Merrimack versus South boys' basketball, North versus Winnacunnet girls' basketball, and the championship of the Chick-fil-A tournament. On the 30<sup>th</sup> it was South versus North Souhegan hockey. I think that came up for third place if I'm not mistaken that game. Then on the 30<sup>th</sup> we did the North versus Merrimack boys' basketball which was held at South High School. That ends my report.

Andrew Cernota

I understand that due to Mr. Gagnon's absence you were going to be reading his report.

- Access Nashua

Jeff Poehnert

Access Nashua continues to grow each month. We still have our standby shows that have been with us since the inception as well as the new start up shows each month. December was a tough month due to our Creative Director who was part time and also works at UPS. So you can only imagine he really was burning the candle at both ends – Dan Young. We still managed to produce at least 20 shows this month. They included a visit with Mrs. Claus. A new series called "Community Conversations with Sandra Ziehm", the Health View with a special episode geared to Nashua emergency services with guest Justin Cates, coverage of the Holiday Stroll along with a special edition on the street interviews by Amber Loag and couple of episodes of the Veterans Forum, and Gate City Chronicles with Subzero ice cream and yogurt. Along with these we had 4 episodes of the Bogus Hour, 3 episodes of the Art of Politics, 2 episodes of Fairytale Access, 2 episodes of Plentitude, and 2 episodes of Frankly Speaking, 4 episodes of CHW and Auction, 2 episodes of Speak Up and 3 episodes of the Ring and All Other Sports.

We are still working with Evan an intern from My Turn who is doing some PSAs for the My Turn Program. This has involved us going out with Evan to a couple of local machine shops where they have used the My Turn Program and have had him record and edit the PSAs – public service announcements. Another intern we have was from Easter Seals and he's doing some

animation for a couple of show openings. A third intern is Sebastian a high school student working on a documentary about art. Dan with little time he had in December has been working with Joy Barrett Producer and Host of New Hampshire Cares on a public service announcement on human trafficking.

The month ended with Dick's appearance on Nashua Strong, a radio show hosted by Harvey Kier on WSMN radio. During this interview, Harvey publicly announced that he was going to be starting Nashua Strong as an Access Nashua TV show as well in late January. It has been almost 5 years that Dick has been working on him to come up here and this will be another real good show for the City of Nashua.

Andrew Cernota

Mr. Poehnert just a quick question. You mentioned that we received a payment under the new Comcast Agreement. Could you update us on the implementation of the new agreement and where we stand? Is everything in place?

Jeff Poehnert

I think I would have to defer that to you.

Bruce Codagnone

Everything is in place, all the signatures are signed. That is actually up on the website as well the signed copy so the new version is up there. Payment has been made according to that contract for the capital improvements to the fund.

Andrew Cernota

Okay thank you. Do the members have any other questions? Comments?

Pete Johnson

I'm not a member but one of the things we were going to bring up and I don't know since we don't have a quorum but it came to our attention after the packages went out that we've been having an issue with our storage server that stores all of the raw data for our programs. So when raw footage comes in it gets put onto a large 16 terabyte storage serve that's over at Riverside Street and it's backed up here on a similar machine at City Hall. So if one place goes we still have access to that data. We've been getting some error warnings from the machines and the IT Department believes that they can fix it but in order to do so they need to transfer all of that data onto a new machine. We already have maxed out and our daily basis looking for things to erase on that. So we're out of storage space anyhow. WE talked with them about potentially purchasing a new backup NAS server that would be a larger size possibly 30 or 40 terabytes. As we move to cameras which only support HD content, those files that we produce are going to be larger anyhow. We'll be able to store fewer of them on there. We need to get a new server and they say it looks like about \$4,000 for the cost of a 30 terabyte and you're looking at about \$5,000

for the cost of a 40 terabyte server. We were going to ask for permission to spend up to \$5,000 to purchase a new storage server for the video content. It's something that I don't know how long. The other ones are going to last in this state so we could be damaging or losing our data that's already on the units. It's something that's fairly concerning to us.

Andrew Cernota

I think that any requests like that needs to be in writing for us to act on it and certainly since we don't have a quorum today we can't act on that. You'll have to keep us posted on that.

Chief Gallipeau

Question. Would the Committee allow if an emergency before our next meeting if that piece of machinery were to crash that they would be able to replace it and then we'll just deal with it after the fact?

Andrew Cernota

I'm not sure exactly. I'd have to look at how our ordinances are written to see that but we could certainly could even have an emergency meeting.

Bruce Codagnone

I would think by the City's purchasing ordinance it allows for those types of emergency purchases.

Andrew Cernota

I would rather assume so.

Bruce Codagnone

I can review the purchase ordinance.

Andrew Cernota

Okay please.

Bruce Codagnone

I would like to bring up one other thing just to make the CTAB Board aware. I was reviewing the Personnel and Administrative Affairs Committee meeting of the December 14<sup>th</sup> meeting. They had brought up the component where they wanted to reduce the number of members in order to get a quorum. That particular legislation was tabled at that meeting. However the topic of conversation shifted to something totally unrealistic. It was brought up or assumed that CTAB never takes minutes and CTAB never takes attendance, or documents attendance. I was flabbergasted when I saw that meeting and it took up a good amount of time of discussion that

really didn't need to take place. I wrote a Memo to the Mayor. She was going to submit it to the Board of Aldermen in their packet. I just wanted to make CTAB aware of that.

Andrew Cernota

Thank you. Just for the record, I do note that we actually have verbatim minutes and both audio and transcribed that are posted to the website and they are preserved.

Chief Gallipeau

They might be a little bit behind I would guess. When I looked yesterday on the City's website it only listed up to the August meeting.

Jeff Poehnert

Okay. It is through December. There is November missing now. I have to check on that because I went in yesterday and made sure that everything was brought over. So that was why it was there but November I will check on. I know it's there.

Andrew Cernota

The audio ones are available well actually also the video as well is available as well as and then when the transcription is made, then the transcription is posted.

Jeff Poehnert

The audio is always there because I put it up and then that's what the transcriber uses that file.

Andrew Cernota

All right. Any other issues? Concerns? Comments?

PUBLIC COMMENT - None

ACCEPTANCE OF MINUTES - None

WRITTEN COMMUNICATIONS - None

OLD BUSINESS - None

NEW BUSINESS - None

REMARKS BY MEMBERS

Sally Hyland

May I ask a question? Did they indicate when that legislation would be brought up again?

Bruce Codagnone

They didn't no. It was tabled and left at that.

Chief Gallipeau

If it wasn't acted on by the end of their term, doesn't that legislation in effect die?

Bruce Codagnone

I'm not sure. I know typically if it's tabled and it's been tabled twice now at the Board level that unless somebody goes out and brings it back up...

Andrew Cernota

I think it would have to be resubmitted.

Bruce Codagnone

I don't know.

Andrew Cernota

All right if there's nothing else. Is there a motion?

**MOTION BY CHIEF GALLIPEAU, SECONDED BY PAUL JOHNSON, TO ADJOURN  
MOTION CARRIED**

The meeting was adjourned at 8:44 a.m.

Committee Clerk