

CABLE TELEVISION ADVISORY BOARD

06/10/2022

A meeting of the Cable Television Advisory Board was held June 10, 2022 at 8:30 a.m. in the Aldermanic Chamber and via Zoom.

Members of Committee present:

- Andrew Cernota, Chairman
- Steve Buxton, Nashua Fire Chief
- Lauren Byers, Public Works Designee
- Alderman Ernest Jette
- Kimberly Kleiner, Director of Administrative Services
- Jennifer McCormack, Library Director
- Nick Miseirvitch, IT
- Cole Morgan
- Greg Rodriguez, Education IT

Andrew Cernota, Chairman:

All right. Welcome everyone to the June meeting of the Cable Television Advisory Board Meeting. We'll begin by a roll call. Chief Steve Buxton.

Steve Buxton, Nashua Fire Chief:

Present.

Andrew Cernota, Chairman:

Ms. Lauren Byers.

Lauren Byers, Public Works Designee:

Here.

Andrew Cernota, Chairman:

Andrew Cernota is here. Justin Chapman is not, Captain Joe Fay is not here. Alderman Ernest Jette.

Alderman Ernest Jette:

Here.

Andrew Cernota, Chairman:

Ms. Kimberly Kleiner.

Kimberly Kleiner, Director of Administrative Services:

Here.

Andrew Cernota, Chairman:

Ms. Cheryl Linda sent regrets. Ms. Jennifer McCormack.

Jennifer McCormack, Library Director:

Here.

Andrew Cernota, Chairman:

Mr. Nick Miseirvitch.

Nick Miseirvitch, IT:

Here.

Andrew Cernota, Chairman:

And my understanding is that Mr. Morgan, Cole Morgan will be joining us.

Alderman Ernest Jette:

Yeah, he hasn't as of yet.

Andrew Cernota, Chairman:

He has not yet joined.

Alderman Ernest Jette:

That I just saw.

Andrew Cernota, Chairman:

All right. And Mr. Rodriguez, you're still not on the city website. So my apologies for putting you last, but-

Greg Rodriguez:

Here (laughs).

Andrew Cernota, Chairman:

All right. After roll call I would like to ask everyone to bow their heads for a moment of silence for Mr. Dick Gagnon, who was our Cable Public Access Contractor. He has died recently, so we do want to remember him, so if you bow your heads. All right, well, thank you everyone. Public comment, there is no public comment at this time, so we will start with the motion to accept the minutes of the previous meetings. Chief Buxton.

Steve Buxton, Nashua Fire Chief:

Take motion we accept.

Andrew Cernota, Chairman:

All right. There's a motion to accept, any discussion of the motion? Seeing none, all those in favor?

CTAB Board:

Aye. Aye.

Andrew Cernota, Chairman:

All those opposed? The motion passes. So nice to be able to do that on a voice vote since we don't have anyone that's currently on from on Zoom. Okay, communications, we have two communications that everyone from the Board should have received. Previous copies of the first is a draft franchise agreement, dated May 17th, 2022. That was received by the city from Comcast. The other is a memo to Cable Television Advisory Board and this is our usual reports. Is there a motion with regard to communications?

Alderman Ernest Jette:

Mr. Chairman, I move that the communications be accepted and placed on file.

Andrew Cernota, Chairman:

All right. There is a motion from Alderman Jette, to accept and place on file. Any discussion of the motion? If not, then all those in favor?

CTAB Board:

Aye.

Andrew Cernota, Chairman:

All those opposed? The motion passes. All right. As part of the first of those communications was the, draft franchise agreement. I would say I just wanted to propose something to the Board. I think in order to give the members of the public adequate time to take a look at the draft agreement and for us to receive whatever feedback they might be providing to us and for us to study it more it would probably be good for us to have a special meeting of Cable Television Advisory Board probably two weeks from today at this time so that we can have dedicate a meeting to that it's a fairly important topic. It comes up very rarely for us, but it's one of our primary functions. So in order to give that adequate time and to give the citizens time to give us their feedback, I would suggest that so, I'd entertain a motion.

Alderman Ernest Jette:

Mr. Chairman, I'll make that motion and I'd like to be heard on it when it comes time for discussion.

Andrew Cernota, Chairman:

Very good. So now that there's a motion made, it is time for discussion, Alderman Jette.

Alderman Ernest Jette:

Yeah. So I think that's an excellent idea. I just wonder about the timing, if we're, I may be wrong, but if we're legitimately looking for public input, you know, 8:30 on Friday morning is probably not the best time for the public to, you know, to have an opportunity to voice their input so I would wonder if you would entertain the changing the time to a, an evening time.

Andrew Cernota, Chairman:

I would certainly be open to that. We'd probably need to look at scheduling the room for that. I think the other issue is that we would need a quorum for this because we'd be taking a vote. So I'd want to make sure that we were at a time that we would be able to must have a quorum from our members, many of whom are city employees. So, Mr. Johnson-

Pete Johnson, Education Channel Access Administrator:

I would also note that we did already have a public hearing in, I believe it was the beginning of December up in this room.

Andrew Cernota, Chairman:

Yes. That though that was part of the ascertainment of need, staging things. Whereas this would be looking at the actual final contract. Ms. Kleiner.

Kimberly Kleiner, Director of Administrative Services:

I do agree with Alderman Jette, I can see the, the need. I think there are things that we can do to make sure that it gets out to the public a little bit more than just being scheduled on the agenda, which everyone may not get an opportunity. We can put it on the city website. Do a scrolling on the main page of the website that this is what we're discussing. Perhaps put it on Channel 16. I think there's other ways people don't generally look for the CITAB meeting. So I think if we can push it out even as an announcement, a city announcement that the final draft is available and if they can't contact us via, in person at least send an email to the CITAB Advisory which we would all get it.

Andrew Cernota, Chairman:

I think that's a great idea. And I particularly think that if they can't attend the meeting at whichever time we end up scheduling it, that we, that written communication certainly would work and I, although better to, to receive it early enough that we're able to read it and digest it. So, would you like to amend your motion or just add an as yet undetermined time or.

Alderman Ernest Jette:

Well, I'm not hearing from the other members of the committee whether they especially the city employees, whether that evening time would be something that they would be able to do or not.

Andrew Cernota, Chairman:

Mr. Rodriguez.

Alderman Ernest Jette:

I guess, you know, Ms. Kleiner suggestion is probably a good one if we can't have an evening meeting.

Greg Rodriguez:

I mean, I would attend to agree with Ms. Kleiner. If you give me ample time and ample communication to the public, that's fine. It's just, it's a challenge for me to make it at night especially with the young family and so it's just have home duties and stuff.

Alderman Ernest Jette:

So, Mr. Chairman sorry to interrupt, but I, I noticed in reviewing the Minutes that some of us speak without being recognized and without identifying ourselves and so the minutes sometimes

Greg Rodriguez:

The gaps.

Alderman Ernest Jette:

... comments get attributed to the wrong person. Not that it's that big a deal, but I, I think as long as we're having these Minutes transcribed, out of consideration for the transcriptionist or transcriber, I guess that would be an easier word, that we remember to identify ourselves. If we're not recognized by, number one, we should wait to be recognized by the chair. And number two, if we're not, if we're gonna speak, then at least identify ourselves and we all need that advice. I just noticed in the Minutes that, that was a problem.

Andrew Cernota, Chairman:

A very good reminder, Ms. Kleiner.

Kimberly Kleiner, Director of Administrative Services:

Kim Kleiner, Administrative Services Director. I agree with Alderman Jette, and just in case for those that may not know, our Minutes are being transcribed by a service so if there isn't some sort of indication from the speaker on who they are, it will link them to the last person who introduced themselves. Having said that, they come back and they are reviewed by our Administrative Assistant and she does her best from the tape, but it's sometimes difficult. So if the Chair recognizes someone he's, has said our name, the service will pick that person up as the next person. But in many instances, when we go to speak and the Chair hasn't said our name, we should say our name so that the comment gets referred to us.

Andrew Cernota, Chairman:

All right. Thank you. Any other discussion of Alderman Jette's motion? Chief Buxton.

Steve Buxton, Nashua Fire Chief:

Steve Buxton, Nashua Fire, to Alderman Jette's point about city employees and multiple meetings. I guess the only flag I would throw is the last couple weeks of the month. If we're going two weeks out, we have some budget hearings and public hearings, so this room may be available but some of us may be tied up at a different location. Besides that I would make myself available.

Andrew Cernota, Chairman:

Thank you. All right. So, Alderman Jette again, would you like to amend your motion to leave the time, open as far as to have the meeting or just at a time that could be scheduled and then we'll work it out by email, amongst ourselves as far as what the best time is?

Alderman Ernest Jette:

Yes, I'll amend my motion accordingly.

Andrew Cernota, Chairman:

Okay. So with the amended motion, all those in favor?

CTAB Board:

Aye. Aye. Aye.

Andrew Cernota, Chairman:

All those opposed? All right. The motion passes. Okay. Mr. Poehnert, your report.

Jeff Poehnert, PEG Program Manager:

Our current balance of the operating account 2505 is \$6,004,441 and 24 cents. Expenses for May 22, 2022 including salaries and facility operations, total \$20,958. Our operations from March through May, we had 112 live events, of this we had public 96 that had three, education 99 had 49 and government 16 had 60. We had thirty one hundred and forty eight playbacks and of this public 96 had 1,455, education 99 had 942 and government 16 had 751.

Next, I wrote to everybody last night so it's not on the agenda, because we have had a really big problem up in the auditorium over these last couple of months with the audio, where the microphones are not being picked up by the receiver, so people will be talking and all of a sudden the microphone will come on, then it'll turn off. Finally got Access AV who built the system originally out here and a couple days ago I received a quote. What they want to do is they're gonna bring the antennas out onto the stage in two different zones, also the speakers in there are not all working, so they've gotta go in the walls and they've gotta figure out what's going on there.

Because what happens is when people are up on the stage and other people are on Zoom, it's only coming through the back speakers of the auditorium and the people on the stage can't hear it. Can't hear the people on Zoom, so there been an ongoing problem. Access AV has, and that's what I sent out last night, the scope of work and they gave us a quote and what I we'd like to ask today is that we have them come in and fix all those problems and redo the audio in there for an amount not to exceed \$3,600. I'm sorry, I don't have it on the agenda, but we got this well after I sent everything out. Then, I'll just-

Andrew Cernota, Chairman:

We'll just do that on new business. Yeah. Alderman Jette.

Alderman Ernest Jette:

So \$2,000 doesn't sound, they're gonna be going into walls and the ceilings and-

Jeff Poehnert, PEG Program Manager:

Yes.

Alderman Ernest Jette:

... are they gonna repair it afterwards or is that gonna be [inaudible 00:14:36].

Jeff Poehnert, PEG Program Manager:

Oh yeah, no. I mean, because they didn't have to, they're not gonna break anything on the outside, but tip cutting, walk in and around. That's where they originally had to. So it just takes labor. That's all.

Andrew Cernota, Chairman:

... in conduits. Right? They don't, they won't be opening up the plaster or anything like that.

Jeff Poehnert, PEG Program Manager:

No, they will not be opening any plaster so that's, yeah. So nothing will be showing on that. But it definitely is a problem. I know in the board of health the other day, of course you people were sitting in the way back, because they had not moved the tables and our microphones were not connecting. They were not being received into our control room and I mean, for us, technically, it was lucky because you, there wasn't a quorum, so that wasn't a real meeting quote and quote, but you know, this, this will solve that problem.

It won't be anywhere in the auditorium that the microphones won't work properly after that 'cause that really brought it home the other day 'cause I was covering that meeting and it was they just, they would pop on for a sec and then pop off and you could see the videographer was, has the receiver and the receiver was looking for the microphones and they couldn't find 'em. Then all of a sudden, it would click in for a second and then click out so that will solve all that and we can get on with that and it will be, we will not have to worry about audio with it in the auditorium. Everything else is working fine.

Andrew Cernota, Chairman:

Ms. Kleiner I saw that you had your hands up.

Kimberly Kleiner, Director of Administrative Services:

My apologies, thank you chair.

Jeff Poehnert, PEG Program Manager:

All right. And I'll pass it over to Pete now for his report and he's got some requests.

Pete Johnson, Education Channel Access Administrator:

All right. It's, wow as far as our-EV programming

Andrew Cernota, Chairman:

Actually. My apologies, I didn't see Mr. Miseirvitch.

Nick Miseirvitch, IT:

Nick Miseirvitch. Are we going to further discuss this, what Mr. Poehnert just mentioned under new business?

Andrew Cernota, Chairman:

We'll need a motion to approve it, which would properly be under, under new business.

Nick Miseirvitch, IT:

So, I, I will wait for new business then.

Andrew Cernota, Chairman:

Okay. Thank you.

Pete Johnson, Education Channel Access Administrator:

Okay. Pete Johnson, Education Channel Administrator. So I'll go through some of the things we've done over the last three months since our last meeting, obviously another busy time for us, but we did a girl's hockey game live from Cyclones Arena in Hudson. And we did the state semi-final game which was held at the Everett Arena in Concord. So that's sort of different for us getting out of town and being able to provide live coverage of a couple of our sports teams. We also recorded public health matters and, the winter reading challenge, closing ceremonies at the Nashua Library.

We did a number of public health week partner PSAs that were recorded in the studio for the department of health and moving into April, we recorded the Coral Concert that was held at Nashua North also, the public health week kickoff event at city hall. Did a couple of public matters shows in studio that month, we did Nashua Plays, which is the instrumental music festival that was held at Nashua South. Then we get into spring sports and we did a lot of baseball from Holman Stadium and lacrosse games from Stellos Stadium.

Let's see if there's anything. We went up and covered the color run activities that were held at New Searles Elementary School in May and... Was trying to get through this rather quickly, finished up with, Memorial Day Parade in downtown, which had a number of school marching bands that played during the event. So, and Jeff wanted me to move on to the other two things in the report and they're going to be brought up in the agenda, but, it's time again, to look at extending our called TelView Care package which provides ongoing comprehensive support and maintenance for our TelView hyper caster playback server.

This is quite literally the brains of our operation, providing recording of live meeting content storage for programming, scheduling and playback for all three PEG channels. The equipment itself is now five years old and originally included three years of TelView Care when we bought it. Two years ago, we purchased a two year extension, so that expires in June, the end of June. So we're looking to try to bring that up to date for the next two years. They're willing to extend the warranty again under the following terms, the first year of \$9,621 and 75 cents. And you can get the second year if you buy it at the same time for \$8,018 and 13 cents initially, our investment in this was about \$65,000.

So, they price it at 15% of cost for the first year, 12.5 for the second, you can actually go out to a third year for 10% and I believe fourth year that's listed there as well so, Nashua CT, I'll go back one sentence. Well, two years ago they were able to bill us half during June and half during July, which would spread it out. Words escaped me there, but our fiscal year so, and they are willing to do that again, if we decide to go with this so, we are looking for a minimum two year extension in the amount of 17 639 88,

equipment repairs and maintenance. And the Alliance for Community Media is having their annual conference. The city is a member. The organization will be having that convention in Chicago later this month.

We'd like to send, myself to represent Nashua Community TV at this year's event. It says we'll have an amount today. I don't have an exact amount. I don't know what airfare would be at this point. But it should not be any more than \$2,000. Not for the airfare hopefully but, the hotel we're able to get a very good rate, at the conference hotel, the regular rooms in that category are going for 279 plus tax, and I was able to get it for 149 plus taxes, for three nights. Then there's a about \$400 for the conference itself. That cost to go and early bird is still available through next week if we order before next week so. Last I had looked, airfare out of Manchester was 400 ish. That was a couple of weeks back so I imagine that might have gone up so, I don't necessarily want to give it now to exceed number. Those are items that are already in our budget, so it should be enough in there to pay for that.

Andrew Cernota, Chairman:

All right. Thank you. All right. Moving on the next agenda item, we had some old business which we, there's nothing under old business, new business. Is there a motion with regard to the TelView Server Service contract? Ms. McCormack.

Jennifer McCormack, Library Director:

I'll move that we approve a renewal of the Televue Care Package in the amount of 17,639 88, two year extension.

Andrew Cernota, Chairman:

Any discussion? Mr. Miseirvitch.

Nick Miseirvitch, IT:

All right. Actually I have a question directed to Mr. Johnson. The equipment, you said the equipment is five years old now. So this extension is for the new equipment that we just swapped out or is there something-

Pete Johnson, Education Channel Access Administrator:

No, we only swapped out the streaming equipment. So I do have a, a note into them to see if we can get this lowered because that streaming equipment should not have been included at least in the first year 'cause it's under regular warranty. I have not received a reply back from him regarding that so that would be a, a maximum number that we're approving today and I'm hoping to get that lowered. I was hoping he would let me know yesterday and give me a, a final price, but-

Nick Miseirvitch, IT:

Okay.

All right. And then you mentioned two years ago, we extended the warranty for an additional two years.

Pete Johnson, Education Channel Access Administrator:

Right. So that was through June 30th of this year. So that was two years ago we bought two years of, of care it was out of our budget line to do any longer than two years at that point we could have done the three year and the four year and got a savings, but that doesn't fit into our budgeting.

Nick Miseirvitch, IT:

Okay.

Pete Johnson, Education Channel Access Administrator:

So that's why-

Nick Miseirvitch, IT:

So you're looking to really add on years six and seven in this two years extension.

Pete Johnson, Education Channel Access Administrator:

Correct. So yes. An additional two years onto that. And typically the last server we got was about seven years before we had to replace it and on our long term replacement schedule that's looking at between seven and year seven and eight to replace that as well with new technology and obviously computers have changed a lot in that seven years.

Nick Miseirvitch, IT:

All right. Thank you for the clarification.

Pete Johnson, Education Channel Access Administrator:

Sure.

Nick Miseirvitch, IT:

Thank you.

Andrew Cernota, Chairman:

Any other questions or Comments? Alderman Jette.

Alderman Ernest Jette:

Thank you, Mr. Chairman. So, I exceed to the superior knowledge of probably everyone else in the room, to mine on this area but, you first talked about, we could, extend it for year one, two, and even three and four at discounted rates. Does that make any sense to do that or is it like everything else in this field, it has a useful life that's going to expire before the, does it make sense to continue the warranty for a longer period or, are you saying that, we're gonna need to replace this equipment so that we don't wanna extend it? I don't-

Pete Johnson, Education Channel Access Administrator:

I, as I just mentioned this is Pete Johnson again, that equipment, we would tend to look at, a seven to eight year lifespan on it. The unit itself is five years old or the equipment is five years old and so we're looking to try to extend our warranty period with that through the end of that seventh year, when we would start to look at replacement schedule for it. So if something were to happen to that in the next two years if we get this program, they will take care of it in making sure that we have equipment in place, may take a day or two to ship from New Jersey but to make sure that we're up and running, like we said, that is the primary piece of equipment that we have for the channel keeps all three channels running and on the cable as well as streaming. So.

Andrew Cernota, Chairman:

Aldermen Jette

Alderman Ernest Jette:

Thank you. So I, so if it's under warranty for years seven and eight and something happens to it, they fix it, no additional cost. Why wouldn't we do that as, as opposed to having to buy new equipment?

Pete Johnson, Education Channel Access Administrator:

I would say looking at that, they are not making new equipment of that caliber any longer. Things change as far as capabilities. A lot of things in that field are moving to cloud based services as opposed to having physical server in the room or in the building here. So normally at that point in time, technology has changed enough for us to look at purchasing new as well and that's why we look at a typical seven year period for that type of equipment for replacement schedule.

Jeff Poehnert, PEG Program Manager:

Mr. Chairman.

Andrew Cernota, Chairman:

Yes.

Jeff Poehnert, PEG Program Manager:

Jeff Poehnert, I, Alderman Jette, I know what you're thinking because it's cheaper in those, those last two years but the other side of it too, is, as it goes towards end of life it might start breaking down or they can fix it but every time that happens, we're off the air. I mean, everything's down. So it, you know, it, it just behooves us to look at the newer technology after seven years because we really would be off the air if this thing keeps breaking down even though they, it would be covered, but it wouldn't, you know, be that day. So it just makes sense to do this.

Greg Rodriguez:

Mr. Rodriguez, Greg Rodriguez at Nashua School District IT, I'm gonna concur with what the other members are saying, but this is just not typical to just tell you it's over, all technology, these things too tend to break down over the course of a technology life cycle so, five to seven years is kind of typical, maybe even stretching it just a bit, that's probably why you're buying the extended warranty so, I would concur with their analysis of what they feel is a, is a good life cycle and warranty for this.

Andrew Cernota, Chairman:

This is, and Andrew Cernota. I think we've used the term warranty a few times. I'm thinking this is more of a service contract, is that correct?

Greg Rodriguez:

Yeah.

Andrew Cernota, Chairman:

So it's not really that they're going to replace the equipment they're gonna fix the current unit, which as it gets older

Pete Johnson, Education Channel Access Administrator:

One of the other things that it does too, is they provide typically every year or so, upgraded software capabilities. And that also includes software upgrades for that period of time, number of other things, so there's a list in there if you wanted to read it, but-

Andrew Cernota, Chairman:

Mr. Miseirvitch.

Nick Miseirvitch, IT:

Nick Miseirvitch, both gentlemen, previous gentlemen are, are correct and it doesn't, it won't replace the equipment if it fails, it will replace the parts that fail. So if a power supply goes, they'll send us a new one free of charge if we have the warranty or extended service, if you know, a ram tip goes, they'll send a replacement, they won't send a brand new unit. They'll send the parts that are, that failed.

Andrew Cernota, Chairman:

All right. Are there any other comments or questions? If not, so we'll vote on the question. So this is a motion to approve the purchase of the extended contract in an amount not to exceed \$17,639 and 88 cents. Alright. All those in favor?

CTAB Board:

Aye. Aye.

Andrew Cernota, Chairman:

All those opposed? The motion passes. All right. Is there a motion with regard to the Alliance for Community Media Conference request? Mr. Miseirvitch.

Nick Miseirvitch, IT:

Nick Miseirvitch. I motion to approve this expenditure to send Mr. Johnson to this conference.

Andrew Cernota, Chairman:

All right. Any discussion of the motion? Seeing none, all those in favor?

CTAB Board:

Aye. Aye.

Andrew Cernota, Chairman:

All those opposed? The motion passes. All right. And the final piece of new business is the request for, approval of funds to repair the audio in the City Hall Auditorium. Would someone like to make that motion, Chief Buxton.

Steve Buxton, Nashua Fire Chief:

Steve Buxton make a motion we approve the expenditure to correct the situation up in the auditorium.

Andrew Cernota, Chairman:

All right. And Jeff, could you refresh us on how much the-

Jeff Poehnert, PEG Program Manager:

Not to exceed \$3,600.

Andrew Cernota, Chairman:

All right. So the motion is to approve, is there any discussion of the motion? Mr. Miseirvitch.

Nick Miseirvitch, IT:

Nick Miseirvitch, I would ask Mr. Poehnert to explain more about the antennas. You mentioned that they're gonna be moved inside the room?

Jeff Poehnert, PEG Program Manager:

They're gonna be moved up by the pull down screen so they're physically in the room. Right now they're behind the wall and that has been a problem. So they won't show quote unquote, but they will be right there. I think they maybe they'll show a little bit I'm-

Nick Miseirvitch, IT:

I'm quite sure I believe they'll be right behind the presidium up on the upper side.

Jeff Poehnert, PEG Program Manager:

Yeah.

Pete Johnson, Education Channel Access Administrator:

Okay. Where we have the other equipment that's really hiding in the stage.

Jeff Poehnert, PEG Program Manager:

Yeah. Mostly hidden.

Nick Miseirvitch, IT:

Okay. Thank you.

Jeff Poehnert, PEG Program Manager:

Yeah.

Andrew Cernota, Chairman:

All right. Alderman Jette.

Alderman Ernest Jette:

Mr. Chair, I would like to remind everyone once again, you're all talking over one another. You're not identifying yourselves, so it's a problem for the transcription.

Andrew Cernota, Chairman:

Thank you. All right. Any other discussion? All right. So if there's no more discussion of the motion, all those in favor?

CTAB Board:

Aye.

Andrew Cernota, Chairman:

All those opposed? All right. The motion passes.

Alderman Ernest Jette:

Mr. Chairman.

Andrew Cernota, Chairman:

Yes. Alderman Jette.

Alderman Ernest Jette:

So regarding the transcription of Minutes.

Andrew Cernota, Chairman:

Yes.

Alderman Ernest Jette:

Looking at the Minutes when we approved them, I didn't I had thought about making corrections and stuff, but I didn't 'cause I didn't think it really wasn't really matters that that were that important. But any of us who have read the Minutes, you can see that they're really not an accurate transcription of what occurred, as far as attributing the statements to various people.

Alderman Ernest Jette:

And my understanding of the law is that the Minutes do not have to be verbatim. They merely have to record what votes were taken. And so I have a personal conflict between the advantage of transparency and having an accurate record for posterity and compared to the value, what value would they really have? I don't know, I'm just speaking out loud here, but I don't know how many people are really looking at these Minutes and how important it is and I saw that we do in our budget, we do have an expense for the transcription of these minutes and my, I'm coming to the feeling that if the minutes really aren't accurate, you know, why, you know, why are we doing them? You know, what, what value do they have?

And, you know, is it an expense that we could do away with and the meetings are recorded. So anybody, as far as having an accurate record as to who said what, and what was said, anybody can look at the, I think there's an audio recording and there's also the video recording.

Alderman Ernest Jette:

So it's not like we are hiding anything from the public. You know, I've heard some people say, well, there are people who can't who, because of various disabilities can't watch the meetings or they can't hear the meetings and so a written transcription has some value for those people, but I don't know if it's worth the expense of the transcription. So I'm wondering if anyone else has any thoughts on the idea of doing away with the verbatim transcription of our minutes?

Andrew Cernota, Chairman:

This is Andrew Cernota. In my time on the committee, we've actually done it both ways, at different times and part of the reason I think that we have been relying on the transcribed Minutes has been the lack of committee members wanting to be clerk. The previous summarized minutes were prepared by the clerk of the committee. People have expressed preferences for the transcribed Minutes in the past and probably the accuracy when they were first done. Since, I think it was someone that was familiar with our voices probably was able to keep up with some of the crosstalk. But as you say, I think both would cover us legally. The question is just, which is better as far as having a something to refer to and available to the public. Mr. Johnson.

Pete Johnson, Education Channel Access Administrator:

So I won't talk necessarily about, you know, the, the verbatim and not verbatim Minutes, but it, the cost has gone up significantly in the last two years, we used to be able to do, you know, 10 or 12 meetings a month for under our \$500 budget and the last, last year was well over a thousand so, and we had fewer meetings, so the cost has gone up significantly to us and it may be time to look at changing our practices.

Andrew Cernota, Chairman:

Ms. Kleiner.

Kimberly Kleiner, Director of Administrative Services:

Kim Kleiner Administrative Services. I understand both sides to the verbatim minutes discussion. I think that the videos, on YouTube make it wonderful if you have the time to sit and watch a two hour meeting. I'll just speak to someone who commonly unfortunately has to search minutes, to find when things are said or not said. It is a lot easier if there are verbatim minutes that you can search using a keyword, versus a tape that you're trying to read through although if you have the right version of YouTube, you can get a transcript off the tape as well. If you have that service.

I do think with our Minutes, it's a little less apt that we would need to search for who made a specific point. We, our service is relatively cheap, but when you get into a two hour public hearing that gets considerably more expensive, and we've had some very long meetings with the Comcast Franchise Renewal, the public hearing, the, you know, our RFPs that we've sent out.

So we've been very busy. So, Mr. Johnson's right, it was a little bit more expensive this last year. So I can see both sides, if I had my choice, I would like the verbatim minutes. I would say that I do agree that the service, because it's computerized, it makes it a little bit more difficult, but certainly if there were any questions, someone could contact our office, and I'm sure Diane would appreciate the help in trying to distinguish whether those computerized minutes are correct or not from any of us.

Andrew Cernota, Chairman:

All right. Thank you. So I think perhaps that's something we need to study a bit more as far as deciding what to do with it, but I think it's perfectly reasonable for us to give some consideration to that.

Alderman Ernest Jette:

Okay. Thank you.

Andrew Cernota, Chairman:

All right. Any other remarks by members?

Jeff Poehnert, PEG Program Manager:

No, I was just gonna say, you know, just the discipline of, Jeff Poehnert, which I'm not displaying that discipline right now, but Jeff Poehnert, that of us identifying ourselves, certainly that, that's gotta help a lot more.

Andrew Cernota, Chairman:

Ms. Kleiner.

Kimberly Kleiner, Director of Administrative Services:

Excuse me, Chair. I'm so sorry. So I did want to update the Board a little bit, and unfortunately I'm being called out of a meeting for an emergency, but I at least want to, if it's acceptable, update the Board a little bit on what has happened, since the passing of Mr. Gagnon, obviously it took us all out, outta shock and we wish his family the very best. I have to thank both Mr. Poehnert and Mr. Johnson for stepping up in a very difficult situation. The Chair and I, Mr. Miseirvitch, Ms. Parkinson from Purchasing all at different times have been over to assist. There's a transition plan between CMSG and BRB that really hadn't gotten into discussion. And hadn't been worked out so that added to the complexity of things.

I want the Advisory to know, and I understand there's gonna probably be some questions from the Board of Alderman as well since they were very interested in this area when they approved the contract. Things have gone extremely well better than I think that we could have looked at. We have asked, Dan Young, who is, is here with us in the gallery to stay on. He did work for CMSG but he was also a videographer on the city side so he was also on the city's payroll. We have asked him to stay on the city payroll for peg and transition and he has agreed to do so. That is a huge help to all of us, as we look for Bardson and Russell to create those policies and procedures that they're working on, the producers agreements that they're working on and a new website because the website was owned by CMSG.

So all these things are in the works. Obviously the studio is gonna be in the very capable hand of Mr. Johnson, Mr. Poehnert, and Mr. Young. They are going to keep the Chair and I up to date, will be very active over there, probably more active than we've been in the past and obviously they have our numbers should anything come up but I think we are in the best possible situation with a tragedy like this that we could be in. And I wanted to share that if there's any questions, I'm sure Mr. Poehnert and Mr. Johnson can help, but unfortunately I have to run.

Andrew Cernota, Chairman:

Thank you. And just as an addendum to that, the committee members should probably be aware that, at least during the transition period, we may need to increase the frequency of our meetings just to keep

tabs on the new contractor and how they're transitioning, just to be more aware of what's going on there. You know, it is a time of transition. So Mr. Poehnert.

Jeff Poehnert, PEG Program Manager:

Well, I just want to introduce Daniel Young if you don't know him 'cause he's right back here (laughs) and he'll be an integral part of this obviously this whole thing as Director Kleiner just said, so.

Andrew Cernota, Chairman:

All right. Any other remarks by members of the committee?

Pete Johnson, Education Channel Access Administrator:

Just wanted the, Pete Johnson with the Education Channel. Just wanted to let folks know that even though a lot of city meetings going on next week as well, that we're gonna do our best to get the graduation ceremonies for both north and south out live. Currently they're planned for Nashua South on Monday night at seven o'clock and Nashua North on Tuesday night at 7:00 and they have rain dates of Wednesday and Thursday so we'll have those on Channel 99 and also our streaming services.

Andrew Cernota, Chairman:

Great. Thank you. All right. If there's nothing else, is there a final motion, Chief Buxton.

Steve Buxton, Nashua Fire Chief:

Steve Buxton, motion to adjourn.

Andrew Cernota, Chairman:

All right. Motion to adjourn. All those in favor?

CTAB Board:

Aye. Aye.

Andrew Cernota, Chairman:

All those opposed? Motion passes. All right.

Steve Buxton, Nashua Fire Chief:

Thank you everyone.

Andrew Cernota, Chairman:

See everyone soon for the, uh, special meeting for the, uh, franchise agreement and we'll be in touch as far as scheduling.