

Town of Trumbull
Cable Television Advisory Committee
Minutes of October 2, 2008

In attendance: Jim Lang, Donna Cassidy, Kate Donahue, Jeff Hackett, Sue Horton, Jim Somers, Gary Cialfi, Peg Perillie, Leisa Taylor, Deborah Cox, Marilyn Lord, Shawn Tait, Vince Fini

Absent: Cathy Larson, Ray Baldwin, Steve Wright, Vic Eng, Tony Pijar

The meeting was called to order at 8:00 AM by Jim Lang

Motion to accept the minutes of August 21 meeting were accepted as read.

Several members will be visiting Middletown High School to view new studio.

AT&T Status - Jim & Jeff met with Mary Pat Healy from AT&T and had a very productive meeting. AT&T will pay up to \$15,000 for equipment, Trumbull will cover installation cost. AT&T will pick up cost to connect from them to us. Jeff stated that he is not sure if we will be able to view program when broadcasting, but is working with AT&T on this. Jeff will be calling on recommended vendors to purchase equipment. Trumbull will own equipment. Jeff stated that Trumbull will hopefully begin broadcasting on U-Verse beginning of December. Studio will have 2 feeds, one from Charter and one from AT&T. AT&T has yet to give us subscriber numbers. Jeff will also look into possibility of grant money from state.

Digital Transition Process- In progress from Charter. Charter currently broadcasting in digital & analog. AT&T will be all digital.

Channel 17 signs- Shawn stated Channel 17 signs are now being used at all high school taped events.

Charter Advisory Council- Kate stated members of public often attending meetings to state their complaints regarding Charter service.

Policy- Kate distributed amended Policy. Policy will now move to BOE Policy committee for review. Donna Cassidy will resend policy to Gary Cialfi who will then send to Policy Committee.

Quality & weekend monitoring- Jeff stated power shortage occurred during summer at THS. Kate asked who is notified when problems occur. Jeff responded studio will be on generator backup when THS renovation is complete, but not at this time. Jeff will follow up on Kate's request.

Jim distributed new Channel 17 brochures. Kate will make corrections. Corrected brochure will be sent to Donna Cassidy who will forward to webmaster. Sue Horton also requested corrected brochure to make copies for distribution at library.

Dr. Cialfi distributed update on school activities in October.

Budget- \$5,000 request from BOE for increased taping needs at THS was rejected by Board of Finance. BOE will now forward request to Town Council. Kate suggested TTCTAC members send letters or e-mails to Town council members regarding need for request.

Police Project- No report.

Follow up on To-Do List- No progress yet on TV at Town Hall broadcasting show. Sue Horton said Library has 2 extra TVs and will put on in Lobby area. Jeff stated Charter will run any cable needed to complete this and cover the cost. Will follow up with Ray regarding TV in town Hall.

General Discussion- Committee suggested Shawn look into developing rotating schedule of program broadcastings. Kate suggested setting up committee to look into this. Kate, Marilyn and Leisa volunteered to be on committee. Committee will work with Jeff.

Meeting adjourned at 9:20 am.

TO-Do's:

- ▶ Jeff will be calling on recommended vendors to purchase equipment
- ▶ Jeff will also look into possibility of grant money from state
- ▶ Donna Cassidy will resend policy to Gary Cialfi who will then send to Policy Committee
- ▶ Jeff will look into how notification will occur if problems occur at studio over nights, weekends and holidays.
- ▶ Corrected brochure will be sent to Donna Cassidy who will forward to webmaster
- ▶ Send corrected brochure to Sue Horton
- ▶ Follow up on TV placements in Town Hall & Library
- ▶ Committee will meet to work on rotating broadcasting schedule possibilities