



**Portsmouth
Cable Commission Meeting
3:30 p.m. – December 4, 2008
City Hall/City Manager’s Conference Room**

DRAFT

The Portsmouth Cable Commission met on Thursday, December 4, 2008 at 3:30 p.m.

- I. Call to Order** - The following were present:
- John Bohenko, City Manager
 - John Gregg, Chairman
 - Louis Vinciguerra, Commissioner
 - Kathy Pearce, Commissioner
 - Brian Gregg, Commissioner
 - Nancy Beach, Commissioner

Also present was Suzanne Woodland, Assistant City Attorney.

Chairman John Gregg called the meeting to order at approximately 3:45 p.m.

- II. Approval of Minutes – October 2, 2008 and October 23, 2008** – Brian Gregg suggested inserting “in this case”, (Educational Access) and “in this case”, (Public Access) to the minutes of the prior meeting. **MOTION** made by Brian Gregg to approve, with above change, the minutes of the October 23, 2008 meeting and the October 2, 2008 minutes. Seconded by Kathy Pearce. Motion passed.

The Chair and Commission members thanked Louis Vinciguerra who submitted his Letter of Resignation after 13 plus years of service. They expressed their appreciation for his dedication and support. The City Manager also thanked Mr. Vinciguerra and referenced that he had enjoyed working with him.

- III. Informational Item – “IPTV – FairPoint** – The Chair stated the City Council endorsed signing a Memorandum of Understanding (MOU) with FairPoint for purposes of an IPTV trial service in Portsmouth.

The City Manager noted that he has learned Kittery is in the process of negotiating a MOU with FairPoint as well.

The Chair stated that the primary purpose of today’s meeting is to discuss how to move forward in developing public and educational access channels in Portsmouth. He referenced that a response has not yet been received from the School Board regarding their interest in moving forward with an Educational Access Channel and acknowledged that budgeting pressures would appear to make it very difficult to do so in 2009.

The City Manager noted that franchise fees based also on Comcast advertising revenue will provide income to the city and suggested setting up a Public Access Trust Fund as a vehicle

to put these and any other monies into such as individual and corporate donations. The City Council would have to approve such a trust and the allocation of franchise fee monies. A method for appropriating monies once in the trust would have to be developed as well. Attorney Woodland agreed to look into this.

The Chair then reviewed data showing the amount of money that could be made available for support of PEG access if the City Council would agree to designate increases in franchise fee revenues over those to be received in 2008 for support of PEG access. The data assumed a growth rate of 5% in franchise fees.

The City Manager referenced City Council meetings of February 2, 2009 and March 2, 2009 if the Commission wished to approach them on these matters.

The City Manager suggested presenting the trust concept and document to the City Council as a next step. Subsequent steps such as establishing a nonprofit organization to oversee a Public Access Channel could be presented later. Suzanne Woodland felt it may be possible to set up the trust in this timeframe.

The Chair presented the Commission with a draft of a public access development steps and milestone. The Chair asked for comment on having longer meeting or meetings twice a month in order to proceed more rapidly. After discussion, a retreat was scheduled to be held Thursday, January 22, 2009 from 10:30 a.m. to 3:30 p.m. Suzanne Woodland will look into availability of a room.

Elaine Boucas prepared a meeting schedule for 2nd Thursdays of each month, 2009 which was accepted by the Committee.

The next meeting is scheduled for Wednesday, January 14, 2009

IV. Non Public Session (meeting with Legal Counsel)

MOTION made by Kathy Pearce to go into non-public session. Seconded by Nancy Beach. Motion passed.

The Commission then went into non-public session.

MOTION made by Kathy Pearce to go back into public session. Seconded by Nancy Beach. Motion passed.

V. Adjournment - MOTION made by Nancy Beach to adjourn. Seconded by Kathy Pearce. Motion passed.

Respectfully submitted,
Elaine E. Boucas