



**Portsmouth
Cable Commission Meeting
3:30 p.m. – March 19, 2009
City Hall/City Manager's Conference Room**

DRAFT

The Portsmouth Cable Commission met on Thursday, March 19, 2009 at 3:30 p.m.

- I. Call to Order - The following were present:
- John Gregg, Chairman
 - Kathy Pearce, Commissioner
 - Brian Gregg, Commissioner
 - Nancy Beach, Commissioner
 - Gary Lowe, Commissioner

Also present was Suzanne Woodland, Assistant City Attorney and Alan Brady, Communication Supervisor.

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

Gary Lowe announced that he is resigning effective April 1, 2009 in order to spend more time on other activities.

It was announced that Bill Southworth has been appointed by the City Council as a Commissioner.

Approval of Minutes – January 14 and January 22, 2009 – MOTION made by Kathy Pearce to approve the minutes of the January 14th and January 22nd, 2009 meetings. Seconded by Gary Lowe. Motion passed.

Comcast – Nancy Beach updated the Committee regarding difficulties the Portsmouth Housing Authority continues to have with Comcast. Comcast promised to provide free boxes to residents but has not followed through. Suzanne Woodland has already contacted both the PHA and Comcast regarding the matter and reported to the Commission that it may be appropriate to use the complaint procedure provided in the current franchise agreement. It would be helpful to receive the PHA complaint in writing in order to do so. She will follow up with PHA and Comcast and update the Commission.

FairPoint - Suzanne Woodland introduced Rick Preti and Tom Gilbert of FairPoint who updated the Commission regarding their video pilot. FairPoint has their new service installed in 91 locations in Portsmouth. There are a small number installed in Kittery and Eliot, Maine as well. FairPoint is pleased with the progress made and the feedback received to date from the trial customers. The trial period will end the end of April. Mr. Preti's thought would be to extend this for 60-90 days to test Video on Demand (VOD) and may bring in a VOD server at the end of the trial and beginning on May 1st start a VOD trial. Their target is offering commercial service July 1st. Suzanne Woodland pointed out that achieving that date would

require prompt action on a formal franchise agreement. Mr. Preti responded that he was aware of this and had FairPoint lawyers working on it.

Public Access – Suzanne Woodland reported that she has redrafted the Cable Television Public Access Durable Trust document. Brian Gregg suggested inserting the definition of Public Access used in the Franchise Agreement and incorporating the mission and/or vision statement developed by the Commission at their January retreat. The Commission discussed the timing of seeking approval from the City Council for setting up this Trust. It was agreed to follow the City Manager’s guidance on this. It was reported that Mayor Ferrini has indicated his willingness to place this item on the agenda.

The Chair offered an edited version of the Public Access Mission and Vision Statements that were prepared by the Commission during the January retreat. The Commission endorsed the changes.

Capital Improvement Plan - Alan Brady reported the CIP had been approved by City Council as of Monday. The \$35,000 request would begin in FY 2010 i.e. next year.

- V. **Adjournment - MOTION** made by Nancy Beach to adjourn. Seconded by Gary Lowe. Motion passed.

Respectfully submitted,
Elaine E. Boucas