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**Area 9  
Cable Council**

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**Annual Report  
to *PURA*  
2022**

**Darien  
Easton  
Greenwich  
New Canaan  
Norwalk  
Redding  
Stamford  
Weston  
Westport  
Wilton**

Docket Number: 21-07-26  
The Public Utilities Regulatory Authority  
2022 Annual Community Access Support Review  
Order No. 2

**ADVISORY COUNCIL ANNUAL REPORT**  
to the  
**Public Utilities Regulatory Agency**  
of the State of Connecticut  
Ten Franklin Square  
New Britain, CT 06051

<b>Twelve-month period ending December 31, 2022</b>
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Name of Advisory Council	Area 9 Cable Council
Mailing Address	P.O. Box 676, Greens Farms, CT 06838
Telephone	None
E-Mail Address	<a href="mailto:info@a9cc.org">info@a9cc.org</a>
Contact Person	Hal Levy, Chairman
Towns Served	Darien, Easton, Greenwich, New Canaan, Norwalk, Redding, Stamford, Weston, Westport, Wilton
Cable Franchise Holder	Cablevision of Connecticut d/b/a Altice USA

Names of Council Members	Titles
Hal Levy	Chairperson
Jim Cameron	Vice Chairperson
<i>*Vacant</i>	Treasurer
<i>*Vacant</i>	Secretary
<i>*Vacant</i>	Assistant Secretary
<i>*The Treasurer &amp; Secretarial duties were fulfilled by the Chairperson</i>	
See attachment #2 for list of all members	See attachment #3 for member attendance at Council meetings

This report is mandatory per § 16-331c of the General Statutes of Connecticut  
and § 16-333-30 of the Regulations of Connecticut State Agencies

### Area 9 Cable Council Meetings

Meeting Dates*	Location
FEB 2, 2022	Via Zoom
MAR 23, 2022	Via Zoom
MAY 25, 2022	Via Zoom
SEP 21, 2022	Via Zoom
OCT 26, 2022	Via Zoom
DEC 14, 2022	Via Zoom

### Educational Access Committee Meetings of Area 9 Cable Council

Meeting Dates*	Location
FEB 21, 2022	Via Zoom
MAY 16, 2022	Via Zoom
MAY 19, 2022	Via Zoom
SEP 12, 2022	Via Zoom
OCT 24, 2022	Via Zoom
DEC 12, 2022	Via Zoom

\*Attach minutes of meetings – See Attachment #4

#### **Summary of Council Activities:**

*Include any comments or concerns not reflected in meeting minutes, including identification of member vacancies (attach sheets if needed)*

- See Attachment #1 for Area 9 Cable Council 2022 Summary
- Attachment #4 meeting minutes reflect all activities of Council
- Attachment #2 member roster identifies member vacancies

Accounting of Financial Activities  
Twelve-month period ending December 31, 2022

Beginning Cash Balance Jan. 1, 2022	\$ 20,676.01
Total Cash received in calendar year	\$ 2,000.00
Total Cash disbursed in calendar year	\$ 449.22
Ending Cash Balance Dec. 31, 2022	\$ 22,226.79

<b>REVENUE/INCOME</b>	<b>Budgeted</b>	<b>Actual</b>
Cable Company Cash Contribution	\$2,000	\$2,000.00
Other Contributions		
Grants	\$0	\$0.00
Dues		
Fundraising		
Interest Income		
Other		
Other		
<b>Total Revenue/Income</b>	<b>\$2,000</b>	<b>\$2,000.00</b>
<b>EXPENSES</b>		
Office Supplies	\$250	\$156.00
Postage		Included in Office Supplies
Printing/Advertising		Included in Office Supplies
Accounting Fees	\$0	\$0.00
Web Site	\$150	\$133.80
Legal Fees		
Meetings Expense	\$500	\$159.42
Other – Hearings & Travel	\$250	\$0.00
Other - Dues	\$0	\$0.00
Other – Ed Access Awards	\$0	\$0.00
<b>Total Expenses</b>	<b>\$1,150</b>	<b>\$449.22</b>

**FINANCIAL NOTES:**

*Include any Cable Franchise Holder In-Kind Services (attach sheets if needed)*

On February 1, 2022 Altice placed \$100,000 of its community access support funds into an escrow account maintained by the Council, representing the cash contribution of PEG funding from Altice subscribers for the support of town-specific E&G channels. Also, on February 25, 2022 an additional \$25,000 of access support funding from Altice was deposited. On June 10, 2022, \$8,873.65 representing 2/3 (E&G) of approximately a year of accrued PEG funding from Frontier U-verse customers that was transferred to Altice, (the Community Access Provider in Area 9) was deposited. This totals \$133,873.65 in grant funding for the year. The access escrow account was further increased by the refund of \$331.90 by Norwalk Community College of unused funds from a prior year's grant. The Council distributed the Altice subscriber funds on Altice's behalf to towns and schools to be used solely in support of the E&G access channels. In 2022, the Council approved and distributed a total of \$136,673.76 in cash grants. The remaining \$14,979.38 funds in the escrow account have been rolled over for 2023 grants. A detailed cash basis accounting of the program appears on the next page.

## E&G Grant Program - Last year

1/1/2022 through 12/31/2022

1/2/2023

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Date	Description	Memo	Category	Amount
2/1/2022	Altice	2022 Altice funding	E&G Access funding	100,000.00
2/22/2022	Town Of Easton	Round 1	Access Grants:Government:2022:Oper...	-2,500.00
2/25/2022	Altice	Supplemental acce...	E&G Access funding	25,000.00
3/25/2022	Norwalk Community Coll...	Refund of undersp...	Access Grants:Education:2021:Equipm...	331.90
3/28/2022	Town Of Darien	Round 1	Access Grants:Government:2022:Equi...	-2,694.12
3/29/2022	Wilton Public Schools	Round 1	Access Grants:Education:2022:Equipm...	-9,812.50
5/9/2022	Town Of Redding	Round 1	Access Grants:Government:2022:Oper...	-2,500.00
5/24/2022	Town Of Wilton	Round 1	Access Grants:Government:2022:Oper...	-2,500.00
5/27/2022	Town Of Darien	Round 1	Access Grants:Government:2022:Equi...	-921.00
		Round 1	Access Grants:Government:2022:Oper...	-2,500.00
5/27/2022	Town Of Easton	Round 1	Access Grants:Government:2021:Equi...	-4,100.00
5/27/2022	Westport Public Schools	Round 1	Access Grants:Education:2022:Equipm...	-9,812.00
6/3/2022	Town Of Redding	Round 1	Access Grants:Government:2022:Equi...	-4,100.00
6/6/2022	New Canaan TV79	Round 1	Access Grants:Government:2022:Equi...	-4,098.00
		Round 1	Access Grants:Government:2022:Oper...	-2,500.00
6/10/2022	Altice	U-Verse passthrough	E&G Access funding:U-verse	8,873.65
6/11/2022	Town Of Westport	Round 1	Access Grants:Government:2022:Equi...	-6,179.15
9/23/2022	Region 9	Round 1	Access Grants:Education:2022:Equipm...	-9,275.86
9/23/2022	New Canaan Public Scho...	Round 1	Access Grants:Education:2022:Equipm...	-9,909.58
9/26/2022	Darien Public Schools	Round 1	Access Grants:Education:2022	-9,999.00
9/29/2022	Convent Of Sacred Heart	Round 1	Access Grants:Education:2022:Equipm...	-8,513.85
10/7/2022	City Of Norwalk	Round 1	Access Grants:Government:2022:Equi...	-5,306.86
10/24/2022	Town Of Easton	Round 2	Access Grants:Government:2022:Oper...	-2,000.00
10/31/2022	Wilton Public Schools	Round 2	Access Grants:Government:2022:Oper...	-1,050.00
10/31/2022	Town Of Easton	Round 2	Access Grants:Government:2022:Equi...	-1,400.00
10/31/2022	Region 9	Round 2	Access Grants:Education:2022:Equipm...	-1,508.43
10/31/2022	Town Of Darien	Round 2	Access Grants:Government:2022:Oper...	-1,416.10
		Round 2	Access Grants:Government:2022:Equi...	-1,983.90
11/1/2022	New Canaan Public Scho...	Round 2	Access Grants:Education:2022:Operati...	-1,000.00
11/3/2022	Town Of Redding	Round 2	Access Grants:Government:2022:Equi...	-1,400.00
11/3/2022	Town Of Redding	Round 2	Access Grants:Government:2022:Oper...	-2,000.00
12/14/2022	Wilton Public Schools	Round 2	Access Grants:Education:2022:Operati...	-900.00
12/16/2022	Town Of Westport	Round 3	Access Grants:Government:2022:Oper...	-2,250.00
12/19/2022	Town Of Westport	Round 2	Access Grants:Government:2022:Equi...	-1,359.42
		Round 2	Access Grants:Government:2022:Oper...	-2,000.00
12/19/2022	New Canaan TV79	Round 3	Access Grants:Government:2022:Oper...	-2,250.00
12/19/2022	Town Of Darien	Round 3	Access Grants:Government:2022:Oper...	-2,250.00
12/19/2022	New Canaan TV79	Round 2	Access Grants:Government:2022:Equi...	-1,400.00
		Round 2	Access Grants:Government:2022:Oper...	-2,000.00
12/22/2022	Norwalk Community Coll...	Round 2	Access Grants:Education:2022:Equipm...	-9,033.99
12/30/2022	Town Of Easton	Round 3	Access Grants:Government:2022:Oper...	-2,250.00
12/31/2022	Pending Access Obligatio...		Access Grants:Pending Funds	0.00
<b>1/1/2022 - 12/31/2022</b>				<b>-2,468.21</b>

**TOTAL INFLOWS 134,205.55**

**TOTAL OUTFLOWS -136,673.76**

**NET TOTAL -2,468.21**

## ***Area 9 Cable Council 2022 Summary***

During the 2022 year, the Area 9 Cable Council continued to facilitate the implementation of town-specific Government and Educational Access channels through the administration of funding its operations and providing technical and procedural assistance.

Along with other activities, the Council:

- bid farewell to members Andy Anderson, Bob Lion and Barbara Heins.
- worked with Altice on development of the 2022 Community Access budgets and negotiated and administered a new funding program for 2022 totaling \$125,000 in direct cash grants from Altice and \$8,873.65 from U-Verse PEG funds for the operation of town-specific Government and Educational access channels.
- worked with Altice to continue a program to partially fund labor costs for the operation of the Government and Educational access channels.
- resumed the *Educational Access Awareness Awards* for 2023, which will honor original student video productions that have been broadcast throughout the school year on Optimum's Educational Access Channel 78.
- reviewed ramifications to Optimum subscribers resulting from digitally encrypting (scrambling) the Broadcast Basic channels.
- elected Hal Levy as A9CC Chairman and Jim Cameron as Vice Chairman through June 2024.
- received demonstrations of technology relevant to producing access programming.
- continued advisement to Altice regarding cable customer service issues and policies.
- facilitated the exchange and sharing of equipment among the E&G access channels including the redistribution of Weston Government channel equipment.
- shared ideas on *Access Channel Programming Problems and Solutions*
- shared programming of regional interest for viewing on town-specific government and educational access channels.
- continued operation of A9CC web site to [www.a9cc.org](http://www.a9cc.org), where the public can find Council meeting minutes, schedules of Council meetings, news related to Council activities, consumer information, downloadable forms and links to other pertinent sites.

**A9CC MEMBERS**

<b>Town</b>	<b>Municipal Appointee</b>	<b>Municipal Appointee</b>	<b>Municipal Appointee</b>	<b>Municipal Appointee</b>	<b>BOE Appointee</b>
<b>Darien</b>	David Dever	Jim Cameron (V. Chairman)	N/A	N/A	Joan McGettigan
<b>Easton</b>	Doug Dempsey	<i>vacancy</i>	N/A	N/A	Mike D'Agostino
<b>Greenwich</b>	Horst Tebbe	Craig Jones	Don Conway	<i>vacancy</i>	Michael Reid
<b>New Canaan</b>	Paul Sedlak	Robert Doran	N/A	N/A	Roman Cebulski
<b>Norwalk</b>	Irene Dixon	Mark Minnock	Andy Garfunkel	<i>vacancy</i>	Trevor Kline
<b>Redding</b>	Robert Moran	<i>vacancy</i>	N/A	N/A	<i>(see Easton)</i>
<b>Stamford</b>	Eric Morson	<i>vacancy</i>	<i>vacancy</i>	<i>vacancy</i>	Alex Iogman
<b>Weston</b>	Don Saltzman	<i>vacancy</i>	N/A	N/A	<i>vacancy</i>
<b>Westport</b>	Hal Levy (Chairman)	Stan Witkow	<i>vacancy</i>	N/A	Natalie Carrignan
<b>Wilton</b>	Gary Battaglia	Jeffrey Boehme	N/A	N/A	Fran Kompar
<b>Area 9 Libraries</b>	<i>vacancy</i>	N/A	N/A	N/A	N/A

\*Denotes appointments out of date or pending

## A9CC MEETING ATTENDANCE LOG 2022

Name	Town	Type	02/02/22	03/23/22	05/25/22	09/21/22	10/26/22	12/14/22	TOTAL	%
David Dever	Darien	Gov	1	1	1	1	1	1	6	100.0
Jim Cameron	Darien	Gov	1	1	1	1	1	1	6	100.0
*Joan McGettigan	Darien	Edu	1	1	E	1	1	1	5	83.3
Andy Anderson	Easton	Gov	1	1	1	1			4	100.0
Doug Dempsey	Easton	Gov	1	1	1	1	1	E	5	83.3
Craig Jones	Greenwich	Gov	1	1	1	1	E	1	5	83.3
Barbara Heins	Greenwich	Gov	1	1	E	0	1		3	60.0
Horst Tebbe	Greenwich	Gov	0	1	0	0	1	1	3	50.0
Don Conway	Greenwich	Gov	0	1	0	0	0	0	1	16.7
*Michael Reid	Greenwich	Edu	0	0	0	0	0	0	0	0.0
Paul Sedlak	New Canaan	Gov	0	E	0	E	0	E	0	0.0
Bob Doran	New Canaan	Gov	1	E	E	E	1	1	3	50.0
*Roman Cebulski	New Canaan	Edu	E	1	1	1	1	1	5	83.3
Irene Dixon	Norwalk	Gov	1	1	1	1	1	E	5	83.3
Mark Minnock	Norwalk	Gov	1	1	1	1	E	1	5	83.3
Andy Garfunkel	Norwalk	Gov	0	E	0	0	0	0	0	0.0
*Trevor Kline	Norwalk	Edu	0	0	0	0	0	0	0	0.0
Robert Moran	Redding	Gov	1	1	1	1	1	0	5	83.3
Bob Lion	Stamford	Gov	1	0	0	0			1	25.0
Eric Morson	Stamford	Gov	1	0	1	1	0	1	4	66.7
*Alec logman	Stamford	Edu	1	1	0	0	0	0	2	33.3
Don Saltzman	Weston	Gov	0	0	0	0	0	0	0	0.0
Hal Levy	Westport	Gov	1	1	1	1	1	1	6	100.0
Stan Witkow	Westport	Gov	E	1	0	E	1	1	3	50.0
*Natalie Carrignan	Westport	Edu	1	1	1	1	E	1	5	83.3
Gary Battaglia	Wilton	Gov	0	0	0	0	0	0	0	0.0
Jeffrey Boehme	Wilton	Gov	E	1	1	1	1	1	5	83.3
*Fran Kompar	Wilton	Edu	E	1	1	E	1	E	3	50.0
*Mike D'Agostino	Region 9	Edu	1	1	1	1	1	1	6	100.0
			17	20	15	15	15	14		

\*Denotes members who are also on Educational Access Subcommittee

E-Denotes excused absences

*blank* Denotes meeting dates when individual was not a member of the Council or a special meeting



**A9CC EDUCATIONAL ACCESS COMMITTEE  
MEETING ATTENDANCE LOG 2022**

<b>Name</b>	<b>Town</b>	<b>3/21/2022</b>	<b>5/16/2022</b>	<b>5/19/2022</b>	<b>9/12/2022</b>	<b>10/24/2022</b>	<b>12/12/2022</b>	<b>TOTAL</b>	<b>%</b>
Joan McGettigan	Darien	1	0	0	1	1	1	4	66.7
Mike D'Agostino	Easton/Redding	1	1	1	1	1	1	6	100.0
Michael Reed	Greenwich	0	0	0	0	0	0	0	0.0
Roman Cebulski	New Canaan	1	1	1	1	1	1	6	100.0
*Julie Casper Roth	NCC	1	0	0	1	0	1	3	50.0
Trevor Kline	Norwalk	0	0	0	0	0	0	0	0.0
*David Pisani	Sacred Heart	0	1	1	1	1	1	5	83.3
Alec logman	Stamford	0	0	0	0	0	0	0	0.0
*Gabe Tully	Weston	1	0	0	0			1	25.0
Natalie Carrignan	Westport	1	1	1	1	0	1	5	83.3
Fran Kompar	Wilton	1	1	1	1	1	1	6	100.0
		7	5	5	7	5	7		

\* Denotes committee member who is not an appointed educational A9CC member

blank Denotes meeting dates when individual was not a member of the Committee

# Area 9 Cable Council

***Minutes***



**TO: A9CC MEMBERS**  
**FROM: Hal Levy**  
**RE: MINUTES OF FEBRUARY 2, 2022 MEETING VIA ZOOM**

**February 3, 2022**

**ATTENDANCE:**

Darien: Jim Cameron, David Dever, Joan McGettigan  
Easton: Doug Dempsey, Andy Anderson  
Greenwich: Craig Jones, Barbara Heins, ~~Herst Tebbe, Don Conway, Michael Reid~~  
New Canaan: ~~Paul Sedlak~~, Bob Doran, ~~Roman Cebulski~~  
Norwalk: Irene Dixon, Mark Minnock, ~~Andy Garfunkel, Trevor Kline~~  
Redding: Bob Moran  
Stamford: Bob Lion, Eric Morson, Alec logman  
Weston: ~~Don Saltzman, Gabe Tully~~  
Westport: Hal Levy, ~~Stan Witkow~~, Natalie Carrignan  
Wilton: ~~Gary Battaglia, Jeffrey Boehme, Fran Kompar~~  
Region 9: Mike D'Agostino  
Altice: Esme Lombard  
Ed Committee: Julie Casper Roth (NCC)  
Guests:

Excused: Stanley Witkow, (Westport); Roman Cebulski (New Canaan); Jeffrey Boehme, Fran Kompar (Wilton)

Hal called the Zoom meeting to order at 5:02pm with eight towns represented.

1. **Minutes** of the December 15 meeting was approved.
2. **Financial Report** was approved.
3. **Old Business:**
  - Payment received from Altice for \$2K CAC support and \$100K E&G access funding. \$25K supplemental E&G funding will be sent shortly. Uverse pass-through will be paid later on.
  - A9CC Annual Report filed with PURA on 1/7/22. Report was sent to town CEO's & schools Superintendents.
  - Optimum broadcast channels were digitally encrypted on 1/10/22. Minimal feedback from subscribers. Esme will send details about availability and cost of DTA's.
  - Towns & schools that have not sent in 2021 I-Net or programming logs should do so immediately. No new grants will be awarded without these logs. There was discussion on the importance of the logs as ordered by PURA and the demonstration of utilization of access funds.
4. **2022 Round 1 grant program:**

Round 1 grants based on \$132,000 funding income. Unused Round 1 funds + UVerse funds will be used for round 2 grants. The following was adopted:

  - \$66,000 each to E & G
  - 10 grants of \$6,600 on the Government side
  - Breakdown of the Educational portion to be determined by the Ed Committee
  - A maximum of \$2,500 for each grant could be allocated to operations
  - The deadline for submitting grants from the towns & schools is May 11
  - Unused Round 1 funds retained separately in E&G funds for Round 2 grants

- Eligibility requirements as outlined in the Grant Procedures <http://a9cc.org/GrantProcedures.pdf> shall apply to these grants

Delinquent Grant Reports

<b>Town/School</b>	<b>Amount</b>	<b>Date Paid</b>	<b>Date Due</b>	<b>Notes/Status</b>
Weston G	\$4,000.00	12/21/2020	2/19/2021	Request refund
Weston G	\$2,500.00	12/29/2020	6/27/2021	Request refund
New Canaan E	\$10,220.50	10/1/2021	11/30/2021	Request refund
Wilton G	\$2,500.00	5/14/2021	11/10/2021	Request refund
Region 9 E	\$9,995.00	10/20/21	12/19/2021	Extend to next meeting

**5. Other Matters**

- Esme reported that Altice has committed to rollout of fiber to the home by the end of 2022. “Cabinets” will be placed in the public right-of-ways.

Future meetings: 3/23/22, 5/25/22. All 5:00pm via Zoom.

Meeting adjourned at 5:34pm

# A.9.C.C.

Area 9 Cable Council

www.a9cc.org

**TO: A9CC MEMBERS**  
**FROM: Hal Levy**  
**RE: MINUTES OF MARCH 23, 2022 MEETING VIA ZOOM**

**March 26, 2022**

**ATTENDANCE:**

Darien: Jim Cameron, David Dever, Joan McGettigan  
Easton: Doug Dempsey, Andy Anderson  
Greenwich: Craig Jones, Barbara Heins, Horst Tebbe, Don Conway, ~~Michael Reid~~  
New Canaan: ~~Paul Sedlak, Bob Doran~~, Roman Cebulski  
Norwalk: Irene Dixon, Mark Minnock, ~~Andy Garfunkel, Trevor Kline~~  
Redding: Bob Moran  
Stamford: ~~Bob Lion, Eric Merson~~, Alec logman  
Weston: ~~Don Saltzman, Gabe Tully~~  
Westport: Hal Levy, Stan Witkow, Natalie Carrignan  
Wilton: ~~Gary Battaglia~~, Jeffrey Boehme, Fran Kompar  
Region 9: Mike D'Agostino  
Altice: Esme Lombard  
Ed Committee: Julie Casper Roth (NCC)  
Guests:

Excused: Paul Sedlak, Bob Doran (New Canaan); Andy Garfunkel (Norwalk)

Hal called the Zoom meeting to order at 5:03pm with nine towns represented.

1. **Minutes** of the February 2 meeting was approved.
2. **Financial Report** was approved.
3. **Old Business:**
  - 2021 I-Net Reports / Programming Logs: No new grants awarded without report. Reports have not been submitted by Greenwich, Norwalk, Weston & CSH Education and Weston Government. Greenwich E has not taken grant money since 2019 and has been advised to submit programming information in lieu of logs for 2020 & 2021 on its grant request.
4. **2022 Round 1 grant program:** Round 1 grants totaling \$132,000. Unused Round 1 funds + UVerse funds will be used for round 2 grants. \$66,000 each to E & G, 10 grants of \$6,600 on the Government side, Breakdown of the Educational portion to be determined by the Ed Committee, A maximum of \$2,500 for each grant can be allocated to operations, The deadline is May 11 for submitting Government grants and 1 week before the September meeting (TBD) for submitting Educational grants (as amended by Roman's request). Unused Round 1 funds retained separately in E&G funds for Round 2 grants.

The following grant applications were considered:

Town/School	Amount	Ops	Notes/Status
Darien G	\$2,694.12	0	Approved
Wilton E	\$9,812.50	0	Approved

Delinquent Grant Reports

<b>Town/School</b>	<b>Amount</b>	<b>Date Paid</b>	<b>Date Due</b>	<b>Notes/Status</b>
Weston G	\$4,000.00	12/21/2020	2/19/2021	J. Luiz will submit
Weston G	\$2,500.00	12/29/2020	6/27/2021	J. Luiz will submit
New Canaan E	\$10,220.50	10/1/2021	11/30/2021	Roman will submit
Westport G	\$3,399.50	11/15/2021	1/14/2022	Extend to next meeting
Redding G	\$2,000.00	12/17/2021	2/15/2022	*Report submitted after mtg

5. **Annual Meeting Planning:** The Annual Meeting will be held on 5/25 at 5:00pm via Zoom. Officers will be elected. The Council voted Bob Moran and Doug Dempsey to the nominating committee to present a slate of nominees for Chairman, Vice Chairman, Secretary & Treasurer at the Annual Meeting. The Education Committee will be resuming the Educational Access Awareness Awards (EAAA) and will make a presentation at the Annual Meeting.

6. **Other Matters**

- GCTV – Barbara brought up concerns about a proposal made by a Greenwich based Marketing firm to the Board of Selectman, which would utilize the Greenwich Community Television Government Access Channel as part of an effort to promote Greenwich Town and businesses. She pointed out aspects of the proposal which appeared to violate several guidelines of the *Cablevision Guide to Producing Public, Educational and Governmental Access Programs*. This document reflects standards put forth by the FCC for Public Access channels. It is out of date on technology aspects of program production but probably current on acceptable programming content. Esme will look into updating the document. Some members expressed concern on the commercialization of access channels. Bob Doran, who was not at the meeting, emailed to offer help with how New Canaan Public Television is set up and is within the guidelines. Bob and Barbara will have a conversation and we will review this in future meetings.

Future meetings: 5/25/22. Annual Meeting 5:00pm via Zoom.

Meeting adjourned at 5:48pm

# A.9.C.C.

Area 9 Cable Council

www.a9cc.org

**TO: A9CC MEMBERS** **May 26, 2022**  
**FROM: Hal Levy**  
**RE: MINUTES OF MAY 25, 2022 ANNUAL MEETING VIA ZOOM**

**ATTENDANCE:**

Darien: Jim Cameron, David Dever, ~~Jean McGettigan~~  
Easton: Doug Dempsey, Andy Anderson  
Greenwich: Craig Jones, ~~Barbara Heins, Horst Tebbe, Don Conway, Michael Reid~~  
New Canaan: ~~Paul Sedlak, Bob Doran~~, Roman Cebulski  
Norwalk: Irene Dixon, Mark Minnock, ~~Andy Garfunkel, Trevor Kline~~  
Redding: Bob Moran  
Stamford: ~~Bob Lion~~, Eric Morson, ~~Alec Logman~~  
Weston: ~~Don Saltzman, Gabe Tully~~  
Westport: Hal Levy, ~~Stan Witkow~~, Natalie Carrignan  
Wilton: ~~Gary Battaglia~~, Jeffrey Boehme, Fran Kompar  
Region 9: Mike D'Agostino  
Altice: Esme Lombard  
Ed Committee:  
Guests: Eileen Zhang (Westport); Larry Manzi (Norwalk)  
Excused: Joan McGettigan (Darien); Barbara Heins (Greenwich); Bob Doran (New Canaan)  
Hal called the Zoom meeting to order at 5:03pm with ten towns represented.

1. **Minutes** of the March 23 meeting was approved.
2. **Financial Report** was approved.
3. **Old Business:**
  - 2021 I-Net Reports / Programming Logs: No new grants awarded without report. Reports have not been submitted by Greenwich, Norwalk, Weston & CSH Education and Weston Government.
4. **2022 Round 1 grant program:** Round 1 grants totaling \$132,000. Unused Round 1 funds + UVerse funds will be used for round 2 grants. \$66,000 each to E & G, 10 grants of \$6,600 on the Government side, Breakdown of the Educational portion to be determined by the Ed Committee, A maximum of \$2,500 for each grant can be allocated to operations, The deadline was May 11 for submitting Government grants and is September 14 for submitting Educational grants. Unused Round 1 funds retained separately in E&G funds for Round 2 grants.

The following grant applications were considered:

Town/School	Amount	Ops	Notes/Status
New Canaan G	\$6,598.00	\$2,500.00	*Approved with condition
Redding G	\$4,100.00	0	Approved
Darien G	\$3,421.00	\$2,500.00	Approved
Easton G	\$4,100.00	0	Approved
Westport E	\$9,812.00	0	Approved
Westport G	\$6,179.15	0	Approved

\*Must resolve missing 2021 I-Net logs. Bon Moran has offered help to recover programming data.

The Council approved an extension to September 14 for Norwalk G to submit a Round 1 application due to the City requiring competitive bids.

### Delinquent Grant Reports

<b>Town/School</b>	<b>Amount</b>	<b>Date Paid</b>	<b>Date Due</b>	<b>Notes/Status</b>
Weston G	\$4,000.00	12/21/2020	2/19/2021	J. Luiz will submit this week
Weston G	\$2,500.00	12/29/2020	6/27/2021	J. Luiz will submit this week
New Canaan E	\$10,220.50	10/1/2021	11/30/2021	Roman will submit with B/O

5. **Election of A9CC officers for 2-year terms through 6/30/2024:** The nominating committee of Bob Moran and Doug Dempsey nominated Hal Levy as Chairman and Jim Cameron as Vice Chairman. The nominating committee could not find any members to agree to serve as Secretary and Treasurer. There were no further nominations from the floor and Hal and Jim were elected. The officers will perform the duties of Secretary and Treasurer until those positions are filled.
  
6. **2022 Education Access Awareness Awards:** Roman spoke about the return of the *Educational Access Awareness Awards* which honor original student video productions that have been broadcast throughout the school year on Optimum's Educational Access Channel 78. The Area 9 Cable Council (A9CC) and Altice sponsor this contest yearly to encourage students to develop video production and storytelling skills by creating access television shows relevant to their school and community. Student videos are recognized in eight separate categories - Adult Assisted (Elementary), Animation/Stop Motion, Experimental, Documentary (High School), General Interest Story, Narrative/Fiction Entries, News Shows, Public Service Announcements, and School News Story. Roman handed it over to Fran Kompar, who played snippets of some of the videos as well as the entire video of the High School *John Repicky Award* winner. All the videos can be viewed at: <https://sites.google.com/wiltonps.org/a9cc-video-awards/a9cc-awards>
  
7. **Tentative A9CC meeting schedule for 2022-23 (See "Future Meetings" below)**
  
8. **Other Matters**
  - Esme announced Altice's *Let's Reconnect* campaign to emphasize the company's commitment to service to its subscribers.
  - Esme indicated that the A9CC contact information on the customer bills has been corrected and should appear on the next bills that go out.
  - Esme has submitted Roman's request for \$3,500 to fund equipment awards and trophies for the *2022 Educational Access Awareness Awards*
  - Jim announced Darien is sharing its video on teen suicide for broadcast on the access channels.

Future meetings: 9/21/22, 10/26/2022, 12/14/2022, 2/1/2023, 3/22/2023, 5/31/2023 (All on Zoom)

Meeting was adjourned at 6:26pm and was held open for a work session led by Craig Jones on conducting hybrid meetings.



**TO: A9CC MEMBERS**  
**FROM: Hal Levy**  
**RE: MINUTES OF SEPTEMBER 21, 2022 MEETING VIA ZOOM**

**September 22, 2022**

**ATTENDANCE:**

Darien: Jim Cameron, David Dever, Joan McGettigan  
Easton: Doug Dempsey, Andy Anderson  
Greenwich: Craig Jones, ~~Barbara Heins, Horst Tebbe, Don Conway, Michael Reid~~  
New Canaan: ~~Paul Sedlak, Bob Doran~~, Roman Cebulski  
Norwalk: Irene Dixon, Mark Minnock, ~~Andy Garfunkel, Trevor Kline~~  
Redding: Bob Moran  
Stamford: ~~Bob Lion~~, Eric Morson, ~~Alec Logman~~  
Weston: ~~Don Saltzman, Gabe Tully~~  
Westport: Hal Levy, ~~Stan Witkow~~, Natalie Carrignan  
Wilton: ~~Gary Battaglia~~, Jeffrey Boehme, ~~Fran Kompar~~  
Region 9: Mike D'Agostino  
Altice: Esme Lombard  
Ed Committee: David Pisani (Sacred Heart); Julie Casper Roth (NCC)  
Guests: Larry Manzi (Norwalk);

Excused: Stan Witkow (Westport); Bob Doran, Paul Sedlak (New Canaan); Fran Kompar (Wilton)

Hal called the Zoom meeting to order at 5:04pm with nine towns represented.

1. **Minutes** of the May 25 meeting was approved as amended.
2. **Financial Report** was approved.
3. **Old Business:**
  - 2021 I-Net Reports / Programming Logs: No new grants awarded without report. Reports have not been submitted by Greenwich, Norwalk, Weston Education
4. **Return of Weston Equipment** – Weston Town Administrator Jonathan Luiz contacted Hal over the summer to advise that Weston is discontinuing the operation of its G channel due to the loss of the personnel involved in the operation of the channel. Doug and Andy volunteered to handle the pickup of Weston's equipment and redistribution to other Area 9 access entities. Doug reported that the equipment has been dismantled and transported to the Easton library and will shortly be catalogued with descriptions and photos to be sent to A9CC reps so that they can determine what they would be interested in. The Council will mediate on items of interest to multiple parties. Easton is receiving the Leightronics server and matrix mixer as payback for its efforts in administering this project
5. **2022 Round 1 grant program:** Round 1 grants totaling \$132,000. Unused Round 1 funds + UVerse funds will be used for round 2 grants. \$66,000 each to E & G, 10 grants of \$6,600 on the Government side, Breakdown of the Educational portion to be determined by the Ed Committee, A maximum of \$2,500 for each grant can be allocated to operations, Unused Round 1 funds retained separately in E&G funds for Round 2 grants. This closes out Round 1 grants.

The following grant applications were considered:

Town/School	Amount	Ops	Notes/Status
Norwalk G	\$5,306.86	0	Approved
Region 9 E	\$9,275.86	0	Approved
*CSH E	\$8,513.85	0	Approved
Darien E	\$9,999.00	0	Approved
New Canaan E	\$9,909.58	0	Approved

\*There was extensive discussion about getting CSH programming on the access channels. Esme will look into ways of uploading the programming to the Altice headend for delivery to the channel(s) and program sharing will be emphasized in Ed Committee and A9CC Council meetings.

Some education members had requested that Round 1 deadlines be moved from September to October due to the difficulty for some to submit applications that early in the school year. However, it was pointed out that by doing so would complicate the effort to dispatch all funding in the calendar year. Also, since unused Round 1 education funds rollover into education Round 2 funds and the Ed committee can set award amounts and recipients at their discretion, in essence the deadline for awarding these funds is flexible.

Delinquent Grant Reports

Town/School	Amount	Date Paid	Date Due	Notes/Status
New Canaan G	\$1,500.00	12/17/2021	6/15/2022	Submitted but must redo
New Canaan G	\$2,200.00	12/17/2021	6/15/2022	"
New Canaan G	\$4,098.00	6/6/2022	8/5/2022	"
Westport E	\$9,812.00	5/27/2022	7/26/2022	Extended to next meeting
Easton G	\$2,500.00	2/22/2022	8/21/2022	Extended to next meeting
Easton G	\$4,100.00	5/27/2022	7/26/2022	Extended to next meeting
Westport G	\$6,179.15	6/13/2022	8/12/2022	Extended to next meeting
Redding G	\$4,100.00	6/3/2022	8/2/2022	Extended to next meeting

6. **Round 2 grant program** – Funds Available for Round 2 Education and Government grants.

	Edu	Govt
Round 2 U-verse Allocation	\$4,436.83	\$4,436.83
Round 1 unused funds	\$8,677.21	\$26,100.87
Returned funds	\$331.90	\$0.00
Available for Round 2	\$13,445.94	\$30,537.70
Normalized Available	\$13,500.00	\$30,600.00

\$13,500 to E, \$30,600 to G; 9 grants of \$3,400 on the Government side; Breakdown of the Educational portion to be determined by the Ed Committee; A maximum of \$2,000 for each grant could be allocated to operations; The deadline for submitting grants from the towns & schools is 12/7/2022. If any towns in addition to Weston state that they will not be submitting Round 2 grant requests, the additional allocations can increase the G maximum grant allotments, if time allows.

**Access Channel Programming Idea:** Jim made a presentation on producing quality program on the access channels. He presented the following points for discussion:

- *It's all about PROGRAMING, not tech*
- *You on the air 24 hours a day*
- *Community Calendar is not programming*
- *When do people watch? How do you know? Do you survey? Without data how do you know?*
- *Program Guide? On air or by email / website?*
- *Links to agenda / Vimeo*
- *Social media promos of live shoots, new Vimeo adds*
- *Where do you find programming?*
- *Your own coverage of government meeting*
- *Community events, Regional events (let's share!)*
- *"Inside Town Hall", "Community Matters"*
- *Local resources: library, men's assoc, NGOs (Westport Museum is excellent)*
- *National resources: NASA, National Gallery of Art, SETI etc*
- *PSAs, bumpers, promos.*
- *Program rotation:*
- *Not tied to clock... a constant stream 24 x 7*
- *Different rotation each day: no repeats by daypart*
- *Vimeo / YouTube / Facebook: stream and on-demand*
- *Production:*
- *All Zoom meetings look the same*
- *Post production with lower thirds & dates, IDs*

The presentation prompted useful discussion on the topic of access channel programming and we will plan on having regular discussions going forward under the topic of *"Access Channel Programming Problems and Solutions"*

## **7. Other Matters**

- Andy Anderson has moved from Easton to Bridgeport and will be resigning from A9CC due to residence requirements. Andy has been an active and valued member of A9CC for 15 years and will be missed, but will stay involved with the Easton channel in an advisory role. Doug pointed out that Andy has extensive experience in building access channel infrastructure and may be available as a contractor for towns needing work done on their studios.

Future meetings: 10/26/2022, 12/14/2022, 2/1/2023, 3/22/2023, 5/31/2023 (All at 5PM on Zoom)

Meeting was adjourned at 6:18pm.

**TO: A9CC MEMBERS**  
**FROM: Hal Levy**  
**RE: MINUTES OF OCTOBER 26, 2022 MEETING VIA ZOOM**

**October 27, 2022**

**ATTENDANCE:**

Darien: Jim Cameron, David Dever, Joan McGettigan  
Easton: Doug Dempsey  
Greenwich: ~~Craig Jones~~, Barbara Heins, Horst Tebbe, ~~Don Conway, Michael Reid~~  
New Canaan: ~~Paul Sedlak~~, Bob Doran, Roman Cebulski  
Norwalk: Irene Dixon, ~~Mark Minnock, Andy Garfunkel, Trevor Kline~~  
Redding: Bob Moran  
Stamford: ~~Eric Morson, Alec Logman~~  
Weston: ~~Don Saltzman~~  
Westport: Hal Levy, ~~Stan Witkow, Natalie Carrignan~~  
Wilton: ~~Gary Battaglia~~, Jeffrey Boehme, Fran Kompar  
Region 9: Mike D'Agostino  
Altice: Esme Lombard  
Ed Committee: Julie Casper Roth (NCC)  
Guests: Andy Anderson;

Excused: Natalie Carrignan (Westport); Mark Minnock (Norwalk); Craig Jones (Greenwich)

Hal called the Zoom meeting to order at 5:05pm with eight towns represented.

Hal announced that Stamford Representative Bob Lion has resigned from A9CC because he is moving. He was thanked for his service to the Council.

1. **Minutes** of the September 21 meeting was approved as written.
2. **Financial Report** was approved.
3. **Old Business:**
  - **GCVT** – Barbara reported that the proposal which would utilize the Greenwich Community Television Government Access Channel as part of an effort to promote Greenwich Town and businesses has been tabled.
  - **Getting CSH programming on the access channels** - Esme will report on ways of uploading the programming to the Altice headend for delivery to the channel(s) and program sharing will be emphasized in Ed Committee and A9CC Council meetings.
4. **Return of Weston Equipment** – Andy and Doug have completed the decommissioning of the Weston Ch 79 headend and have catalogued the equipment and transported it to Easton Town Hall. An email will be going out shortly to give an opportunity for Area 9 access channels to request the equipment items. There will be a hard deadline of 2 weeks from the date of the email to request equipment. Conflicts will be arbitrated by a panel appointed by Hal. Those awarded the equipment must pick it up at Easton Town Hall.
5. **2022 Round 2 grant program:** \$13,500 to E, \$30,600 to G; 9 grants of \$3,400 on the Government side; Breakdown of the Educational portion to be determined by the Ed Committee; A maximum of \$2,000 for each grant could be allocated to operations; The deadline for submitting grants from the towns & schools is 12/7/2022.

The following grant applications were considered:

Town/School	Amount	Ops	Notes/Status
Darien G	\$3,400.00	\$1,724.10	Approved
NCC E	\$9,941.37	0	Withdrawn, will resubmit by 12/7
Region 9 E	\$1,508.43	0	Approved
Easton G	\$1,400.00	0	Approved
Redding G	\$1,400.00	0	Approved

Delinquent Grant Reports

Town/School	Amount	Date Paid	Date Due	Notes/Status
Westport E	\$9,812.00	5/27/2022	7/26/2022	Will submit shortly

**6. Access Channel Programming Problems and Solutions:**

Bob Moran announced the availability of an excellent program about Covid done by Toni Boucher. It was decided to make this available to the access channels after the election, since Toni is running for State Senator and could present equal time issues.

Jim sent links from CT-N on candidate debates in our area but only received a couple of responses of interest. He emphasized that this type of programming is very apropos for the Government access channels.

**7. Other Matters**

- Esme noted that Optimum and Fox reached an agreement on carriage of Fox channels. Thankfully, this avoided a possible blackout of NFL and MLB World Series broadcasts for Optimum subscribers.
- Jim announced that Darien CH 79 is upgrading its Vimeo account for more storage and along with the upgrade is unlimited free streaming. He asked for input on other people's streaming experiences.

Future meetings: 12/14/2022, 2/1/2023, 3/22/2023, 5/31/2023 (All at 5PM on Zoom)

Meeting was adjourned at 5:58pm.

# A.9.C.C.

Area 9 Cable Council

www.a9cc.org

**TO: A9CC MEMBERS**  
**FROM: Hal Levy**  
**RE: MINUTES OF DECEMBER 14, 2022 MEETING VIA ZOOM**

**December 15, 2022**

**ATTENDANCE:**

Darien: Jim Cameron, David Dever, Joan McGettigan  
Easton: Doug Dempsey  
Greenwich: Craig Jones, Horst Tebbe, ~~Don Conway, Michael Reid~~  
New Canaan: ~~Paul Sedlak~~, Bob Doran, Roman Cebulski  
Norwalk: ~~Irene Dixon~~, Mark Minnock, ~~Andy Garfunke~~, ~~Trevor Kline~~  
Redding: ~~Bob Moran~~  
Stamford: Eric Morson, ~~Alec Logman~~  
Weston: ~~Don Saltzman~~  
Westport: Hal Levy, ~~Stan Witkow~~, Natalie Carrignan  
Wilton: ~~Gary Battaglia~~, Jeffrey Boehme, ~~Fran Kompar~~  
Region 9: Mike D'Agostino  
Altice: Esme Lombard  
Ed Committee: Julie Casper Roth (NCC)  
Guests: Eileen Zhang (Westport)  
  
Excused: Irene Dixon (Norwalk); Doug Dempsey (Easton); Paul Sedlak (New Canaan); Fran Kompar (Wilton)

Hal called the Zoom meeting to order at 5:02pm with eight towns represented.

Hal announced that Greenwich Representative Barbara Heins has retired and resigned from A9CC. She was thanked for his service to the Council.

1. **Minutes** of the October 26 meeting was approved as written.
2. **Financial Report** was approved.
3. **Old Business:**
  - **Getting CSH programming on the access channels** - Esme will follow up on ways of uploading the programming to the Altice headend for delivery to the channel(s) and program sharing will be emphasized in Ed Committee and A9CC Council meetings.
  - **Return of Weston Equipment** – Three towns have laid claim to equipment returned by the Weston G Channel. So far the equipment has yet to be transferred from Easton. We will follow up with Doug regarding distribution of the claimed items and final disposition of the unclaimed items.
4. **2022 Round 2 grant program:** \$13,500 to E, \$30,600 to G; 9 grants of \$3,400 on the Government side; Breakdown of the Educational portion to be determined by the Ed Committee; A maximum of \$2,000 for each grant could be allocated to operations; The deadline for submitting grants from the towns & schools was 12/7/2022.

The following grant applications were considered:

Town/School	Amount	Ops	Notes/Status
Westport G	\$3,359.42	\$2,000.00	Approved
NCC E	\$9,033.99	0	Approved
New Canaan G	\$3,400.00	\$2,000.00	Approved
Darien G	\$1,416.10	0	Approved - Move paid funds from ops to equip.

Delinquent Grant Reports

Town/School	Amount	Date Paid	Date Due	Notes/Status
Westport E	\$9,812.00	5/27/2022	7/26/2022	Extended to next meeting
Region 9 E	\$9,275.86	9/23/2022	11/22/2022	Extended to next meeting
CSH E	\$8,513.85	9/29/2022	11/28/2022	Will contact David P.
Wilton G	\$2,500.00	5/4/2022	11/20/2022	Extended to next meeting
Norwalk G	\$5,306.86	10/11/2022	12/10/2022	Extended to next meeting

**5. Round 3 Grant Program:**

	Edu	Govt
Round 2 Allocation	\$13,500.00	\$30,600.00
Round 2 Granted	\$13,492.32	\$16,959.42
Funds returned	\$0.00	\$0.00
Available for Round 3	\$7.68	\$13,640.58
<b>Normalized Available</b>	<b>\$0</b>	<b>6 x \$2,250</b>

There is approximately a \$24K balance in the grants account after disbursement of the approved grants in item 4. Education has spent all its available grant funds. Government is \$13,600+K under. The Council approved six \$2,250 Government operations grants to be made available to eligible towns on a 1st come, 1st served basis. Applications along with vouchers must be submitted by 12/27.

**6. AG investigation of Altice:**

Connecticut Attorney General William Tong has launched an investigation into Optimum Altice for allegedly misrepresenting its internet services. It appears that this may be focused on data services only, which is not in the purview of A9CC. However, last year PURA opened Docket 21-12-01 to investigate Compliance with Customer Service Requirements of Conn. Gen. Stat. § 16-331j pertaining to Altice’s video services. On July 21, 2022, PURA closed the Docket with no action other than directing Altice to file CSR compliance reports for the following eight quarters.

**7. Access Channel Programming Problems and Solutions:** Jim announced that Andy Anderson has been hired to do work for Darien Channel 79.

**8. Other Matters**

- 2022 I-net reports are due 2/1/23. Hal will send an email requesting submission of 2022 I-net reports to Altice and A9CC.
- The 2022 A9CC Annual Report will be filed with PURA by 1/31/23
- Invoices will be sent to Altice in early January for \$2,000 in council funding, \$100,000 in access funding, \$25,000 in supplemental access funding and 2/3 pass through of U-verse access funding
- The A9CC Operating Expenses account has grown significantly over the years due to the efficient operation of the Council, There was discussion on utilizing some of the account funds for other A9CC related purposes. A9CC will entertain proposals from members for such funding.

Future meetings: 2/1/2023, 3/22/2023, 5/31/2023 (All at 5PM on Zoom)

Meeting was adjourned at 5:45pm.

# Area 9 Cable Council

## ***Educational Access Minutes***





# A9CC - Educational Access Committee

Area 9 Cable Council: <http://edaccess.a9cc.org/>

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**To:** A9CC Ed Access Committee Members      **Date:** March 24, 2022  
**From:** Natalie Carrigan, Secretary  
**Re:** Minutes of Meeting (March 21, 2022)      **Location:** Virtual ([Zoom Link](#))

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**Attendance:** (yellow highlight & asterisk(\*) = present)

<b>TOWN</b>	<b>Member(s)</b>
<b>Darien:</b>	Joan McGettigan*
<b>Easton/Redding:</b>	Mike D'Agostino*
<b>Greenwich:</b>	Michael Reid
<b>Greenwich /Sacred Heart:</b>	David Pisani
<b>NCC:</b>	Julie Casper Roth* (until 5 pm)
<b>New Canaan:</b>	Roman Cebulski*
<b>Norwalk:</b>	Trevor Kline
<b>Stamford:</b>	Alec logman
<b>Weston:</b>	Gabe Tully* (last meeting)
<b>Westport:</b>	Natalie Carrigan*(until 5:30 pm)
<b>Wilton:</b>	Fran Kompar*
<b>Altice:</b>	Esme Lombard

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Roman called the A9CC Ed Access Meeting to order at 4:11 pm. 7 towns were represented (7 districts).

Minutes from 12/08/2021 approved. Motion by Mike D'Agostino to approve the minutes; Fran Kompar seconded.

- 1. Review 2021 Grants & eligibility status**
  - a. Roman reviewed the grants and eligibility status.
  - b. Last round included grant for NCC and Wilton
  - c. This concludes the 2021 Grant year (New Canaan just needs to do their last grant report)
- 2. Review 2022 Access grant program**
  - a. It has been approved by the full A9CC Council
  - b. Total amount available to Education is \$66,000
  - c. Max \$2,500 for technical operations
  - d. Deadline is May 11, 2022. Roman would like to present something on Wednesday to Hal about possibly changing that date to better change the

education Round 1.

- e. The committee looked at criteria for dividing up the funds for Round 1. Based on attendance to date and number of meetings 8 entities are still eligible.
- f. Based on the 8 districts, that means the equal pot would be \$8,250 per district.
- g. With the limited meeting schedule this year, there is no way to qualify for Round 2. If right now we get \$12,500 approximately for Round 2, and joined the two together you could possibly get \$1,875. That could be for a larger combined grant of \$9,812.50. If we want to allow the combining of the two grants.
- h. We agreed that by being flexible between the two rounds and based off past practice, we will allow for districts to request over the \$8,250 in round one with the understanding that overage would followed by a corresponding reduction to their portion of round 2.

### 3. Review new 2022 grants

- a. Wilton - The last grant we submitted had the head end (with district funds). This project is to upgrade the file server infrastructure. It is running out of space and is no longer sustainable. They do not want to use the cloud backup for the large video file storage. The total amount is. The server space is for the TV production material. Roman asked if the Latronic is what is playing it and it was uploaded to Cable? Fran said yes. This is for the archive of the video. Mike suggested that it is a storage of what can be compiled and shared on channel 78. Fran is requesting the grant for \$9,812.50. Motion to approve: Mike, seconded by Joan. Approved unanimously. Roman is going to email Hal.

### 4. 2022 Access Awards

- a. Due date is May 1
- b. Categories- questions if we could up the number of minutes for submissions?
- c. Took out school news story- it seemed to be redundant, Roman suggested keeping it to entice school journalism/broadcast journalism programs. Fran will keep it.
- d. Roman asked if this was celebration or contest? Fran thought we were going back to a contest. Mike asked if we have enough content. Roman said he won't have as much as usual. Joan said they ended up with no film class this year. Natalie said she might have a few, but not as many as in the past. Gabe doesn't think Weston will have anything. We agreed to run it with what we get. We can recategorize the films if we need to. Mike said it is good to at least move forward with baby steps at least to be able to move into next year we have momentum.
- e. Roman asked if we are going to commit to judging? Mike asked if we could send out the videos to review. Roman said the communication stated the point system and said if we are not going to do points, we should just say what the criteria is without the points to set up the expectations for students more clearly. All agreed. Fran is going to make the changes.

- f. Fran did a PDF poster for us. She has some small edits to make and then it will be ready. Mike suggested we make sure Altice's name is on the poster since they will fund it.
- g. Fran created the signup Google form as well.
- h. Everyone agreed to look everything over quickly once the edits were made for one last look and then we can get it out to the students ASAP.
- i. **Roman will take the funding letter for prizes to Esme.**

**5. Covid Re-entry discussion**

- a. Roman said we are a mixed group and we all have different perspectives.
- b. Roman said he is finding the students are not wanting to do really good work as they had a softer year the last year and half. Real challenge to get to collaborate and interact with one another.
- c. Gabe agreed and said since masks mandate has lifted, things seem to have improved.
- d. Natalie said her team has determined they need to reteach the accountable student talk moves and resetting routine of school.
- e. Frank echoed what others are seeing through her observations.
- f. Joan has seen the tech use gone below pre-pandemic use.

**6. Next Meeting** (Natalie had to leave)

- a. Month xxth, 20xx at (location).

Motion to adjourn by (Name); (Name) seconded.

Meeting adjourned at x:xx pm.

Respectfully submitted,

Natalie Carrigan  
Secretary

# A9CC - Educational Access Committee

Area 9 Cable Council: <http://edaccess.a9cc.org/g/>

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**To:** A9CC Ed Access Committee Members  
**From:** Natalie Carrigan, Secretary  
**Re:** **Minutes of Meeting for May 16, 2022**

**Date:** May 16, 2022

**Location:** Virtual ([Zoom Link](#))

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**Attendance:** (yellow highlight & asterisk(\*) = present)

<b>TOWN</b>	<b>Member(s)</b>
<b>Darien:</b>	Joan McGettigan
<b>Easton/Redding:</b>	*Mike D'Agostino
<b>Greenwich:</b>	Michael Reid
<b>Greenwich /Sacred Heart:</b>	*David Pisani
<b>NCC:</b>	Julie Casper Roth
<b>New Canaan:</b>	*Roman Cebulski
<b>Norwalk:</b>	Trevor Kline
<b>Stamford:</b>	Alec logman
<b>Weston:</b>	Gabe Tully
<b>Westport:</b>	*Natalie Carrigan
<b>Wilton:</b>	*Fran Kompar
<b>Altice:</b>	Esme Lombard

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Roman called the A9CC Ed Access Meeting to order at 2:10 pm. 4 towns were represented (5 districts/locations).

## 1. Old Business/Approval of Minutes

- a. Mike approved the [minutes](#) from March 21, 2022. Natalie seconded. Passed unanimously.

## 2. 2022 Grants

- a. Grant Recap (David)
  - We are starting with \$66,000, We approved \$9,812.00. Wilton round 1 grant for 2022 at the March 21, 2022 meeting
  - Weston did not show up today so that means only 7 districts are eligible so that means each district could go for \$11,214.00 in anticipation of round 1 and round 2 funds together
  - If we return back money in the fall, we have to make sure we get back 50% from the new, combined amount. In order to make sure we do not return money in the first place, it is best before our last chance meeting to communicate better regarding what money is left and who is eligible and the districts have to say ahead of the meeting if they have a grant or not
- b. Grant Documents ([Google Drive](#))
- c. Grant summary from March meeting minutes
  - Max \$2,500 for technical operations
  - Based on the 8 districts, that means the equal pot would be \$8,250 per district.
  - With the limited meeting schedule this year, there is no way to qualify for Round

2. If right now we get \$12,500 approximately for Round 2, and joined the two together you could possibly get \$1,875. That could be for a larger combined grant of \$9,812.50.

- We agreed that by being flexible between the two rounds and based off past practice, we will allow for districts to request over the \$8,250 in round one with the understanding that overage would followed by a corresponding reduction to their portion of round 2.

### **3. Round 1 Grant Proposals**

- a. **Dairen-** was unable to attend so they will save their grant until Sept.
- b. **Westport-** Over the past two years Westport has been replacing/upgrading their broadcast head-end. Past grants have provided HD cameras and new Tricaster. They are now full HD. They have a multi-camera shoot and more and more presenters come with a slide deck. They have to unplug one of their cameras to switch to the slide presentation, then plug it back in for public comment. This video hub means they do not have to unplug and hot swap during a meeting. The remote camera controller will allow them to better control, with pre-sets and smoother action, the HD camera positions, like they previously had with the SD cameras. Total being requested is \$9,812.00, essentially both round 1 and round 2 upfront. Mike made a motion to approve, Fran seconded. Passed unanimously.

### **4. Access Awards**

- a. We agreed to award 1st, 2nd, 3rd places this year. We agreed to award Repicky awards at each level. We agreed to award trophies, Mike, Roman and David had a good conversation about the funding of the trophies and sending Esme a letter
- b. The team finished judging all elementary and middle school entries. We will judge HS on Thursday, May 19 starting at 3:00 pm.
- c. Roman will send an email to everyone with links to the HS news show category and the special judging sheets. Same categories, but with points. He will ask everyone to return the sheets before Thursday, May 19 at 3:00 pm to him.

### **5. Other Items**

- a. Meeting dates for the A9CC Full Council are as follows:
  - September 22, 2021 at 5pm on Zoom
  - October 27, 2021 at 5pm on Zoom
  - December 15, 2021 at 5pm on Zoom
  - February 2, 2022 at 5pm on Zoom
  - March 23, 2022 at 5pm on Zoom
  - **May 25, 2022 at 5pm on Zoom - \*\*Last one of school year**

### **6. Next Meeting- Noted only**

- a. Thursday May 19 for judging to continue at 3:00 pm via Zoom.

Motion to adjourn by Fran seconded by David. Meeting adjourned at 4:45 pm

Respectfully submitted,

Natalie Carrigan  
Secretary

# A9CC - Educational Access Committee

Area 9 Cable Council: <http://edaccess.a9cc.org/g/>

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**To:** A9CC Ed Access Committee Members  
**From:** Natalie Carrigan, Secretary  
**Re:** **Minutes of Meeting for May 19, 2022**

**Date:** May 19, 2022

**Location:** Virtual ([Zoom Link](#))

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**Attendance:** (yellow highlight & asterisk(\*) = present)

<b>TOWN</b>	<b>Member(s)</b>
<b>Darien:</b>	Joan McGettigan
<b>Easton/Redding:</b>	*Mike D'Agostino
<b>Greenwich:</b>	Michael Reid
<b>Greenwich /Sacred Heart:</b>	*David Pisani
<b>NCC:</b>	Julie Casper Roth
<b>New Canaan:</b>	*Roman Cebulski
<b>Norwalk:</b>	Trevor Kline
<b>Stamford:</b>	Alec logman
<b>Weston:</b>	Gabe Tully
<b>Westport:</b>	*Natalie Carrigan
<b>Wilton:</b>	*Fran Kompar (3:15)
<b>Altice:</b>	Esme Lombard

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Roman called the A9CC Ed Access Meeting to order at 3:00 pm. 4 towns were represented 4 districts/locations).

## 1. Old Business/Approval of Minutes

- Minutes were not approved at this meeting. This meeting is really a continuation of the May 16, 2022 meeting so judging could be finished.

## 2. Access Awards

- The committee looked at the News Story scores submitted by committee members
- The committee scored the HS entries to the A9CC contest.

## 3. Other Items

- Meeting dates for the A9CC Full Council are as follows:
  - September 22, 2021 at 5pm on Zoom
  - October 27, 2021 at 5pm on Zoom
  - December 15, 2021 at 5pm on Zoom
  - February 2, 2022 at 5pm on Zoom
  - March 23, 2022 at 5pm on Zoom
  - May 25, 2022 at 5pm on Zoom

## 4. Next Meeting- Noted only

- Will be in September 2022. Tentative date is Sept. 12, 2022 at 4:00 pm. Have a wonderful summer everyone.

Meeting adjourned at 5:30 pm

Respectfully submitted,

Natalie Carrigan  
Secretary

# A9CC - Educational Access Committee

Area 9 Cable Council: <http://edaccess.a9cc.org/g/>

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**To:** A9CC Ed Access Committee Members  
**From:** Natalie Carrigan, Secretary  
**Re:** **Minutes of Meeting for Sep 12, 2022**

**Date:** Sept 12, 2022

**Location:** Virtual ([Zoom Link](#))

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**Attendance:** (yellow highlight & asterisk(\*) = present)

TOWN	Member(s)
Darien:	*Joan McGettigan
Easton/Redding:	*Mike D'Agostino (5:15pm)
Greenwich:	Michael Reid
Greenwich /Sacred Heart:	*David Pisani
NCC:	*Julie Casper Roth
New Canaan:	*Roman Cebulski
Norwalk:	Trevor Kline
Stamford:	Alec logman
Weston:	Gabe Tully
Westport:	*Natalie Carrigan
Wilton:	*Fran Kompar
Altice:	Esme Lombard

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Roman called the A9CC Ed Access Meeting to order at 4:05 pm. 7 towns were represented; 7 districts/locations).

## 1. Old Business/Approval of Minutes

- May 16 and May 19 minutes (single meeting over two dates) Mike motioned to approve, Fran seconded, approved unanimously
- Roman remind everyone to go into Ed Access folder and go into Resources 2022-2023 EDU Representation and update/confirm their contact information

## 2. Grants

- David presented eligibility for remaining Round 1 grants. Westport and Wilton received their round 1 grants in May. Remaining balance is \$46,275.50. Some districts are not requesting money at this time so there might be more money available for additional round 1 funds.
- Mike is willing to go to full council meeting requesting our Ed money back because we are prioritizing students and balancing our other jobs/school timelines while putting in time for the A9CC committee, including the contact, etc. It should not be reappropriated. A deadline is reasonable for showing Altice that we are using the money and new monies are needed/reasonable to ask for.
  - Joan mentioned that the libraries have the model of encumbrances so we could use that model to encumber the money for EdAccess.
  - Roman said that we could ask the full committee for the rationale of a September return date.



- Julie mentioned that many of us do not have staff, or personally work over the summer, and we have new staff, and to regroup by first week of Sept. is very tough.
- Mike made a motion to formally have the Ed Council request to the full council that it maintains the proportional division from Round 1 and then splitting any additional Round 2 proportionally as well. Fran seconded. Passed unanimously

c. Grant Proposals:

- Er9- Sent proposal to group. Big ticket item is new panel. Students are doing remote interviews of staff, etc. and so he would like to get a Padcaster studio like other districts have deployed. **Total is \$9,275.86**. Julie approved, David second. Joan told Mike to order directly from Padcaster, he can save money. The regular iPad is out in stock and the Air is in stock. Roman asked if he would want one or two, Mike said he really needs one asap. Joan is also sending him the Apple rep too so he can get direct pricing. Mike will work with the pricing, thank you. Passed unanimously.
- Darien- Sent proposal to group. Castus server has died and they cannot put content on Channel 78. Their grant is to replace it. It costs a total of **\$9,999** Natalie motion to approve, Second Fran. Passed unanimously.
- CSH- Sent proposal to group. Similar to two other grants approved previously by the full council. It is the camera set up with bag and accessories. Total is **\$8,513.85**. Natalie motion to approve, Second Joan, Discussion Julie asked if he had lenses already. David confirmed he did. Passed unanimously.
- New Canaan- NC wants to put cameras in the broadcast studios. The students want to have smaller cameras to control with tri-caster. They want to add a larger PTZ to the auditorium to have a second shot (hero shot) in addition to the wide shot. The cables are the biggest limitation to the sports broadcasts and they want to try a wireless solution they found. **\$9,909.58** Natalie motioned to approve, Julie seconded. Passed unanimously.
- With the money left Mike thinks we should save it for Julie, and so we are open to passing something on a contingency case in hopes that Hal allows us to keep the full amount for Julie to apply for later. Districts with additional grants are:
  1. Darien- \$1,894.88 padcaster
  2. Wilton- \$2,500 operations
  3. New Canaan- \$2,500 operations
  4. ErG- \$1,782 operations

Dave wondered about having Julie wait until round 1 2023 and we make her whole. Mike and Roman said that is an issue if other districts rejoin or if the funding is not stable, other issues happen. Nataile motioned to approve the 4 on a contingency basis. David seconded. Roman is gong to reach out to Hal before the Wednesday meeting so the money can be used by NCC in October. Passed unanimously. Joan updated numbers. David motioned to accept new numbers. Joan seconded. Passed unanimously.

### 3. Other Items

- a. Meeting dates for the A9CC Full Council are as follows:
- 9/21/22
  - 10/26/22
  - 12/14/22

- 2/1/23
- 3/22/23
- 5/31/23

**4. Next Meeting- Noted only**

- a. October 17, 2022 at 4 pm
- b. December 12, 2022 at 4 pm
- c. January TBD
- d. FebruaryTBD
- e. March TBD
- f. April TBD
- g. May contest collection TBD
- h. May judging TBD

Meeting adjourned at 5:23 pm Joan motioned to approve and Julie seconded. Passed unanimously.

Respectfully submitted,

Natalie Carrigan  
Secretary

# A9CC - Educational Access Committee

Area 9 Cable Council: <http://edaccess.a9cc.org/g/>

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**To:** A9CC Ed Access Committee Members  
**From:** Natalie Carrigan, Secretary  
**Re:** **Minutes of Meeting for October 24, 2022**

**Date:** October 24, 2022  
**Location:** Virtual ([Zoom Link](#))

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**Attendance:** (yellow highlight & asterisk(\*) = present)

<b>TOWN</b>	<b>Member(s)</b>
<b>Darien:</b>	Joan McGettigan
<b>Easton/Redding:</b>	*Mike D'Agostino
<b>Greenwich:</b>	Michael Reid
<b>Greenwich /Sacred Heart:</b>	*David Pisani
<b>NCC:</b>	Julie Casper Roth
<b>New Canaan:</b>	*Roman Cebulski
<b>Norwalk:</b>	Trevor Kline
<b>Stamford:</b>	Alec logman
<b>Weston:</b>	Vacant
<b>Westport:</b>	Natalie Carrigan
<b>Wilton:</b>	*Fran Kompar
<b>Altice:</b>	Esme Lombard

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Roman called the A9CC Ed Access Meeting to order at 4:09 pm. Five towns were represented; Five districts/locations).

## 1. Old Business/Approval of Minutes

- a. Approval of September 12th minutes. Fran motioned to approve, Mike seconded, approved unanimously
- b. Changed the representative for Weston to vacant.
- c. Roman reminded everyone to go into the Ed Access folder and go into the Resources 2022-2023 EDU Representation document and update/confirm their contact information
  - A letter should be sent to any Superintendent regarding any representative that has been absent for two consecutive meetings. The districts that have missed two consecutive meetings include Greenwich, Norwalk, Stamford and Weston.
  - Discussion about attendance and eligibility for a grant. Council agreed that the representative should have attended three meetings in order to be eligible for a grant to be considered.

## 2. Grants

- a. Overview of funds remaining/eligibility (David)
  - Dave shared the spreadsheet with attendance and eligibility that has been updated indicating that seven (7) districts are eligible for consideration of grants.
  - After the proposal and approval of the NCC grant, the Council has spent \$67,264.26. The Council has \$3558.63 remaining for consideration of Round 2 requests.
- b. Clarification of Round 1 & Round 2 deadlines

c. Grant Proposals (R9, Wilton & NC)

- Roman presented the NCC grant on behalf of Julie. The grant amount is \$9,941.37. Mike motioned to approve the grant, Joan seconded it. Grant was approved unanimously.
- Mike presented a grant for Easton/Redding. Fran motioned to approve, Joan seconded. There was a discussion about the details. The grant was approved in the amount of \$1508.43.
- Wilton presented a grant for \$1050.00 for technical operations. Dave motioned to approve, Mike seconded. The grant was approved.
- New Canaan presented a grant for \$1,000.00 Dave motioned to approve, Fran seconded. The grant was approved.

**3. A9CC Access Awards**

- The Council discussed being proactive with the contest and work with Altice to ensure that the students are recognized.
- Mike presented that the Access Awards promote the Educational Access Awards and would encourage Altice to fund the trophies as a way to recognize the hard work of our students. Historically there has been funding for trophies and checks for the top, John Repicky Award Winning award.
- Roman will follow up with Esme at Altice to discuss the importance of the Access Awards.
- At the following meeting there will be a more in-depth discussion on the 22-23 contest.

**4. Tech Showcase**

- a. Roman demoed a [wireless video system](#) from Hollyland
- b. Studio Lighting - Dave shared a vendor, SuperTech, for a bid on lighting. The upgrade to LED lights will require an upgrade to a lighting board.

**5. Upcoming Meeting Schedule**

- a. November - no meeting
- b. December 12, 2022 at 4 pm
- c. January TBD
- d. February TBD
- e. March TBD
- f. April TBD
- g. May contest collection TBD
- h. May judging TBD

Meeting adjourned at 5:26 pm Roman motioned to adjourn and Dave seconded. Passed unanimously.

Respectfully submitted,

Roman Cebulski  
A9CC- Educational Committee President  
(subbing for Natalie Carrignan, Secretary)

# A9CC - Educational Access Committee

Area 9 Cable Council: <http://edaccess.a9cc.org/g/>

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**To:** A9CC Ed Access Committee Members  
**From:** Natalie Carrigan, Secretary  
**Re:** **Minutes of Meeting for December 12, 2022**

**Date:** December 12, 2022  
**Location:** Virtual ([Zoom Link](#))

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**Attendance:** (yellow highlight & asterisk(\*) = present)

TOWN	Member(s)
Darien:	*Joan McGettigan
Easton/Redding:	*Mike D'Agostino- 4:10-4:25
Greenwich:	Michael Reid
Greenwich /Sacred Heart:	*David Pisani
NCC:	*Julie Casper Roth, Scott Perry
New Canaan:	*Roman Cebulski
Norwalk:	Trevor Kline
Stamford:	Alec logman
Weston:	Vacant
Westport:	*Natalie Carrigan
Wilton:	*Fran Kompar
Altice:	Esme Lombard

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Roman called the A9CC Ed Access Meeting to order at 4:07 pm. 6 towns were represented; 6 districts/locations.

## 1. Old Business/Approval of Minutes

- a. Approval of [October 24, 2022 minutes](#). Julie motioned to approve. Joan seconded. Unanimously approved.

## 2. Grants

- a. Overview of funds remaining/eligibility (David)
  - Julie confirmed of grant is \$9,033.99.
  - Easton/Redding, New Cannon and Wilton had their small grants accounted for.
  - Have \$907.58 remaining. Fran requested \$900 for technical ops. Mike motioned to approve. Joan seconded. Pass unanimously.
- b. Missed Meetings Letters
  - Roman shared in Resources there is a Missed Meeting letter. Do we have a different letter for districts without a rep vs a rep who is not showing up? Mike helped to craft a leading sentence. Group is in agreement. Roman will finalize with Mike.
  - Mike suggested that we could also draft something for a newly appointed person after they start that explains to them and the superintendent what the attendance policy is and when they would be eligible to apply for a grant.
  - Letters will go out to Stamford, Greenwich, and Stamford, and Weston with Weston getting the same letter with the leading sentence this time.

### **3. A9CC Access Awards**

- What would Fran want from us to be prepared to talk about the contest in January?
- Fran said one thing to discuss would be would judging be in person again or virtual.
- Fran would like us to take a look at the materials from last year and we redid the scoring, we should relook at that. If we get the vignettes done ahead of time, or have more than one person doing it so it is lighter work.
- Roman wants to put a plug in for getting the results earlier and making the scoring easier.
- Julie wanted to know how she might get her students involved, for example, as a judge. Roman loved that idea and it would bring a great prospective. Julie will talk with Scott about what that might look like for Jan.
- Roman would like to have the students earn something instead of just the school, he wants to speak to Esmee
- Fran noted that no one received the money or trophies from last year
- Roman asked about the possibility of having a showcase night for our students at NCC. Julie said a lot depends on timing. She is looking at a media day in early April, it might be an option to promote the contest then. Fran suggested that we might showcase previous winners.

### **4. Tech Showcase**

- a. Anyone is welcome to share....
- b. Julie would love to share her new lighting once it is up and running. They ended up using Supertech. (Dave is still in the process of bidding. Dave can bring all of the bidders. Dave will link it to the minutes. Roman has someone coming it to do his set and he can add someone to the list)
- c. Julie wanted to know who has Leaghrtronix and how we upload videos to put it on television.

### **5. Upcoming Meeting Schedule- we need to confirm a January date**

- a. January- Jan 9 at 4 pm via Zoom
- b. February TBD
- c. March TBD
- d. April TBD
- e. May contest collection TBD
- f. May judging TBD

Meeting adjourned at 4:45 pm. Julie motioned to adjourn. Fran seconded.

Respectfully submitted,

Natalie Carrigan,  
Secretary

# Area 9 Cable Council

## ***By-Laws***



# **By-Laws of The Area 9 Cable Council**

## **ARTICLE 1: PURPOSE**

The purpose and function of this organization shall be to represent the community's and cable<sup>1</sup> subscriber's interests with regard to cable service in the ten towns of Fairfield County designated as AREA 9. This includes dealings with the State of Connecticut Public Utilities Regulatory Authority (PURA) and the cable franchisee(s)<sup>2</sup>; reviewing the continuing expansion, installation, maintenance and operation of the cable system; acting as advisor to the ten towns, PURA and the franchisee(s) in matters concerning video services as authorized by the appropriate State Statutes.

1 "cable" pertains to video services that operate under a license issued by the State of Connecticut

2 "franchisee" is the designation given to a video services operator, which has entered into an advisory relationship with the Area 9 Cable Council per §16-331gg(a) of the CT General Statutes

## **ARTICLE 2: MEMBERSHIP**

### **Section 1 - Appointment of Members**

The Council shall consist of the representatives of the ten towns. These representatives shall be appointed under and according to the authorization of the PURA (Sec. 16-333-25)

### **Section 2 - Term, Reappointment, Vacancies**

Each member of the council shall serve for a term of two years, commencing on July 1 of the year appointed. Appointments to the council shall be made by the appropriate appointing authority in each town upon timely notification by the Secretary of the Council that a term is expiring. Vacancies for an unexpired term shall be filled in the above manner and become effective at the next regular or special meeting of the Council.

### **Section 3 - Compensation**

Members shall serve on the council without compensation as indicated by State law.

## **ARTICLE 3: OFFICERS OF THE COUNCIL**

### **Section 1 - Election**

The Officers of the Council shall be elected by a majority vote of the



members present at the Annual Meeting. The term of office shall be two years. It shall be the duty of a Nominating Committee, elected by the Membership present at the regularly scheduled meeting held immediately prior to the annual meeting, to present a proposed slate of officers of the Council at the Annual Meeting. The Secretary shall supply a list of eligible members to the committee. Nominations from the floor shall be allowed for this election. Vacancies shall be filled by a vote of the Council for the remainder of the unexpired term.

## **Section 2 - Chairman**

The Chairman shall be responsible for representing the interests of the Council as a whole, scheduling and conducting meetings and appointing members of the Council to active committees.

## **Section 3 - Vice Chairman**

The Vice Chairman shall be responsible for representing the Council, when appropriate, on the Board(s) of Directors of the franchisee(s). The Vice Chairman shall facilitate communication between the committees of the Council and the franchisee(s). The Vice Chairman shall be responsible for performing the duties of the Chairman when the Chairman is unavailable.

## **Section 4 - Secretary**

The Secretary shall be responsible for maintaining a current list of the members of the Council, and for taking, keeping and distributing the minutes of each meeting.

## **Section 5 - Treasurer**

The Treasurer shall be responsible for keeping an account of the cost of running the Council, both in cash expenditures and services rendered to the Council in kind. The Treasurer shall disburse payments as approved by the Council. The Treasurer shall, at the direction of the Chairman, draft an annual budget.

## **Section 6 - Assistant Secretary**

The Assistant Secretary shall lend assistance to the Secretary and be responsible for performing the duties of the Secretary when the Secretary is unavailable.

## **Section 7 - Assistant Treasurer**

The Assistant Treasurer shall lend assistance to the Treasurer and be responsible for performing the duties of the Treasurer when the Treasurer is unavailable.

## **ARTICLE 4: FINANCES**

### **Section 1 - Financial Support**

Financial support of the Council shall be governed by the provisions of applicable Connecticut General Statutes.

### **Section 2 – Bank Accounts**

The Council shall retain any funds it holds in one or more bank accounts with one of these accounts to be for the purpose of financing the operations of the Council. The signatory for disbursement from these accounts shall be the Treasurer and the Chairman shall be designated as an alternate signatory.

### **Section 3 – Operational Funding**

The Treasurer or authorized alternate may summarily disburse funds for operating expenses of the Council that fall within the guidelines that have previously been approved by the Council or for valid Council operating expenses of up to \$100. For expenses that do not fall into this category, the Treasurer shall first contact the Chairman to get approval before making the disbursement or for such expenses of \$250 or more, the Chairman shall request approval of the Council.

## **ARTICLE 5: MEETINGS OF THE MEMBERSHIP**

### **Section 1 - Regular Meetings**

The Council shall meet no less than bi-monthly in accordance with §16-333-29 of the Regulations of Connecticut State Agencies.

### **Section 2 - Annual Meeting**

The Annual Meeting of the Membership of the Council shall be held during the second calendar quarter of the year on a date to be determined by a vote of the Council.

### **Section 3 - Special Meetings**

Special meetings of the Council may be called by the Chairman, any three of the members or by a vote of the Council at any meeting.

### **Section 4 - Notice of Meetings**

Written notice stating the time, place and date of each meeting shall be delivered personally, by mail, fax or e-mail to each member not less than 5 days before the date of any such meeting by or at the direction of the Chairman, the Secretary or the persons calling the meeting. In the case of a Special Meeting, the purpose of the meeting must be stated in the notice.

### **Section 5 - Voting**

In votes taken at duly noticed meetings, there shall be one vote for each member present. Each member authorized to vote shall make his or her presence known by signing in with the Secretary at the beginning of each meeting. Representation by at least one member from each of 5 member towns shall be necessary to constitute a quorum. A simple majority of members present is needed to pass any resolution or proposed action.

### **Section 6 – Keeping of Records**

Agenda, attendance and Minutes are to be recorded at all meetings including committee meetings.

A written annual report prepared by the Council under the direction of the Chairman, consisting of but not limited to the PURA Advisory Council Annual Report form shall be distributed to the membership during the month of January. Upon acceptance by the Council, this report shall be submitted to the PURA and the Chief elected officials of each town.

## **ARTICLE 6: COMMITTEES**

The membership shall be polled at the Annual Meeting and from time to time as appropriate, as to their interest to serve on a particular committee. The Chairman shall appoint interested members to various committees as appropriate or needed. Each committee shall elect its own chairman from the appointed members. The committee chairman may call upon volunteer consultants from outside the Council's membership to become ex-officio

members of the committee, particularly when their special expertise would be helpful. The active committees shall be determined by the current necessities of the Council and be activated by the Chairman or as a result of a vote of the Council. Committees shall be, but not limited to, Operations, Access, Community Relations, Government Relations, Programming, Library & Museum, Educational Access. The responsibilities of each committee shall be determined by the Chairman at the activation of the committee or as a result of a vote of the Council.

## **ARTICLE 7: AMENDMENTS TO BY-LAWS**

These By-Laws may be amended by a two-thirds vote of the Members of the Council present and voting at a meeting, provided that at least thirty days written notice of said meeting, along with a copy of the proposed amendments, is given to all council members.

## **ARTICLE 8: OTHER**

### **Section 1 – Access Grant Administration.**

In the case where access funds for Educational and Government access may be transferred to the Council for distribution to the Towns and Schools, the following procedures will apply:

- a. Access funds will be kept in a separate bank account from the operational funds of the Council.
- b. Access funds distributed by the Council may only be used for Educational and Government access channels originating in Area 9.
- c. Access funds shall be distributed within one year from the date they are received by the Council.
- d. The division of funds between Educational and Government access use will be determined by vote of the Council after the receipt of the funds by the Council. The number and amounts of the grants from the pool of available Government access funds will be determined by vote of the Council and the number and amounts of the grants from the pool of available Educational access funds will be voted on by the Educational Access Committee.
- e. In order to be considered for receiving funding, grant applications must be submitted by the Towns and Schools which must adhere to the current *Government or Educational Access Grant Procedures* which

shall be made available by the Council to all qualifying Area 9 municipalities and school systems.

- f. All access funding grant applications will be acted on by a vote of the Council. The Council shall consider the recommendations of the Educational Access Committee for Educational Access grant applications, which shall be submitted by the duly authorized representative of said committee.
- g. An annual accounting of the prior year's grant program shall be submitted to the Community Access Provider(s) by January 15<sup>th</sup> each year and shall be included in the Council's Annual Report.

## By-Laws Revisions

6-1-05

**ARTICLE 3, Section 5 ANNUAL REPORT** – changed distribution schedule of Annual Report from at the Annual Meeting to coincide with filing requirements of the DPUC

### **ARTICLE 4: OFFICERS OF THE COUNCIL**

**Section 3 -Vice Chairman** – added: “responsible for performing the duties of the Chairman when the Chairman is unavailable”

**Section 5 – Treasurer** – added: “The Treasurer shall disburse payments as approved by the Council.”

Added **Section 6 - Assistant Secretary.**

Added **Section 7 - Assistant Treasurer.**

4-25-07

Added **By-Laws Revisions** record

### **ARTICLE 1: PURPOSE**

Added “cable subscriber’s” in line 2.

Moved **ARTICLE 4: OFFICERS OF THE COUNCIL** to **ARTICLE 3**

Added **ARTICLE 4: FINANCES**

**Section 1 - Financial Support.** (Moved from ARTICLE 2 – Section 4)

Added **Section 2 – Bank Accounts.**

Added **Section 3 – Operational Funding.**

Moved **ARTICLE 3: MEETINGS OF THE MEMBERSHIP** to **ARTICLE 5**

Added **Section 1 – Regular Meetings**

Moved all subsequent sections down 1

Moved **ARTICLE 5: COMMITTEES** to **ARTICLE 6**

Added “ex-officio” in line 6

Moved **ARTICLE 6: AMENDMENTS TO BY-LAWS** to **ARTICLE 7**

Added **ARTICLE 8: OTHER**

Added **Section 1 – Access Grant Administration**

4-2-14

Changed all references to “Area Nine” to “Area 9”

Changed all references to “DPUC” to “PURA”

### **ARTICLE 1: PURPOSE**

Defined PURA

Added foot note definitions for “cable” and “Franchisee”

**ARTICLE 2, Section 3** – added “as indicated by State law”

**ARTICLE 5, Section 2** – capitalized “Annual Meeting”

**ARTICLE 5, Section 6** changed “Annual Report” to “Keeping of Records”

Added requirement for agenda, attendance and minutes for all meetings

### **ARTICLE 8: OTHER**

Changed bullet list to lettered list

f. Changed procedure for approving Educational Access grants

g. Changed calendar reference of grant program and report deadline to the CAP