

CITY OF PORTSMOUTH, NEW HAMPSHIRE
PORTSMOUTH CABLE TELEVISION AND COMMUNICATIONS COMMISSION



DRAFT MEETING MINUTES
MONDAY, APRIL 11, 2021 at 4:00 PM
Conference Room A, City Hall, 1 Junkins Avenue Portsmouth NH

Attendees: Rob Capone (Capone), Amrishi Chicooree (Chicooree) and Jason Huett (Huett) with Deputy City Manager/Deputy City Attorney Suzanne Woodland (DCM)

- I. The meeting was called to order at 4:15 p.m.
- II. Chicooree moved to approve the meeting minutes of May 6, 2021. Capone seconded. The motion was approved by unanimous vote.
- III. Huett moved to add an item to the Agenda to have introductions and to discuss committee process. Capone seconded. The motion was approved by a unanimous vote.

The Committee members described their backgrounds in technology, how long they had been on the Committee, and interest in various subjects relative to the delivery of internet. Committee members expressed an interest in formally increasing mission of the committee beyond cable television. The DCM will look at prior discussions on this topic and provide some language for consideration at next meeting.

The DCM provided a brief summary of the public meeting and public record requirements particularly as it applies to the use of e-mail.

- IV. Capone moved to nominate Chicooree to the Public Access Financial Advisory Committee. Huett seconded the motion and it was approved by unanimous vote.
- V. Committee discussed the existing Franchise Renewal Agreement that is due to expire in February 2024. This included discussion generally of the negotiations that took place during the last round of negotiation and the process for City Council approval. Some follow-up items were identified for the DCM to provide additional information to Huett to help him become familiar with the Committee's prior work and the renewal process.
- VI. DCM provided a summary of how complaints are sent to the DCM in the first instance to try to get resolution through Comcast escalation process. DCM will pull together record of complaints received for review.
- VII. Motion by Chicooree to nominate Capone as Chair. Seconded by Huett and all concurred.
- VIII. Chicooree moved to adjourn, seconded by Capone and all in favor. The meeting adjourned at 5:15 p.m.

Drafted by Suzanne Woodland, Deputy City Manager/Deputy City Attorney