



## STAFF REPORT

AGENDA ITEMS #: 17-108  
COUNCIL MTG OF: August 15, 2017  
FROM: David Caron, Town Administrator  
OFFERED BY: Administration  
PREPARED BY: Administration  
SUBJECT: Cable Advisory Committee

**PURPOSE:** Create a Cable Advisory Committee to ensure stakeholder input as Derry Community Television reviews and revises its mission.

### **TOWN ADMINISTRATOR COMMENTS:**

The Council is urged to adopt Resolution #2017-058

### **BACKGROUND:**

The Town Council has established as a priority goal the review of operations in the Cable Division and look at expanding outreach to citizens in the area of public, educational and government programming, as well as looking at other media to ensure that the public is well informed. A part of this strategy involves obtaining stakeholder input during this process, which is best served by creating a Cable Advisory Committee.

### **DISCUSSION:**

Recently, the Town Council concurred with the Town Administrator's recommendation of a new Facility Coordinator. With a fresh set of eyes on operations, and a general consensus that the Division is in need of both technical upgrades and better customer outreach, it is anticipated that proposals will be made to the Town Council which may involve operational and systemic changes to the way Derry has historically provided those services.

It is recommended that a Cable Advisory Committee, consisting of a community and stakeholder representatives, would best serve the community by ensuring that revisions to mission and operations resonate with facility users, our audience, and best position DCT for the future. Proposed Committee By-Laws are attached.

**FISCAL IMPACT:** Creation of the Committee in itself will not have any adverse fiscal impact upon the town; recommendations for operational enhancements will funded through the operating budget, or supplemental appropriations by the Council from the Cable Division's Revolving Fund .

### **RECOMMENDED ACTION BY COUNCIL:**

The Council is urged to adopt Resolution #2017-058 as presented on the August 15, 2017 agenda.

### **RECOMMENDED MOTION:**

Please see Resolution #2107-058.

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# RESOLUTION

Number 2017-058

To Establish a Cable Advisory Committee

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WHEREAS, Section 5.1 of the Town Charter vests in the Town Council the powers of the legislative and governing bodies; and

WHEREAS, the Town Council has directed that staff complete a review of Cable Division operations which may result in significant systemic and operational changes; and

WHEREAS, it is in the Town's best interest to ensure that stakeholders remained involved and contribute to this process, and the creation of a Cable Advisory Committee can provide the mechanism to meet that need;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the Town Council hereby establishes a Cable Advisory Committee, to operate in accordance with the attached By-Laws.

This Resolution shall take effect immediately upon its passage.

Adopted: August 15, 2017

Attest:

X \_\_\_\_\_

Joshua Bourdon, Council Chair

Date: \_\_\_\_\_

X \_\_\_\_\_

Daniel Healey, Town Clerk

Date: \_\_\_\_\_