

**TOWN OF BEDFORD  
WBNH-LPFM RADIO BOARD OF OVERSEERS  
MEETING MINUTES  
February 15, 2016  
BEDFORD MEETING ROOM**

In Attendance: Bob Thomas (Chairman), David Gilbert (Vice Chairman), Dick Barr, Jay Taft, Jim Aguiar, Scott Winslow, Chris Bandazian (TC Rep), Harry Kozlowski (Station Manager).

Absent: Bill Foote (SB Liaison)

**Public Input:**

Chairman Bob Thomas called the meeting to order at 7:05 PM and stated, "I see we have some public input. Please step up to the microphone."

Matthew Pitaro stated that, "I am excited to see how this process works and I think it would be a good learning experience, since you guys are starting out with this radio station, to see how it works from the ground up and do what I can to be involved." Chairman Thomas thanked him for his support.

***Subcommittee Reports***

**Marketing Plan Subcommittee Report:**

Chairman Thomas stated there was no marketing committee meeting since the Board last met.

Dave Gilbert said, "The only update I would have is, I spoke with the high school and we're going to set up a meeting to talk to them about what we can do with the high school as far as getting kids involved. We'll have another meeting shortly to do that."

Bob Thomas confirmed, "So, we'll schedule that afterward. Great."

Harry Kozlowski replied, "Looking forward to it."

**Policies and Procedures Subcommittee Report:**

Councilor Chris Bandazian reported, "We've had several meetings for Policies and Procedures, and we've reworked the documents quite extensively. Essentially along the theme of it being a government radio station that's first mission, primarily, is to provide accurate information from your Town government to the public, but also to provide entertainment and education. To that end, there are a few areas there may be some reigning in of people. One is with political broadcasting, while it's not the role of the Town to promote candidates and issues, on the other hand, there might be some news in Town or Event in Town that might be covered. We're starting out being very restrictive with that, but policies can be amended over time. There are other areas that are sort of arcane FCC requirements. Those things border sometimes on the sponsorships of programs, it's a non-commercial station. People are not supposed to advertise whatever might be underwriting them, whether it's actually money to help produce a broadcast, or a ride to a baseball game, or a spare set of batteries. It all has some sort of monetary value. On one hand, you need to identify those sources to meet FCC regulations and we'll

need Harry to log those things and report them accurately, but we don't want to have them advertised. Those are some areas where it would require station manager interpretation as to what would be appropriate."

Chairman Bob Thomas asked the Board, "Did everyone read the Programming Agreement/the Programming Standards and the Statement of Compliance? Any questions on that?" No other board members had an questions. Chairman Thomas continued, "Excellent work, guys. This is excellent. The only comment I have for Chris, I've never heard this term before, it is 'a wet signature in ink'. It's just a point, that's all."

Chris Bandazian replied, "That's one of those arcane things that comes up from Washington. I would never use that term, I never have. But seeing as somebody used it, I'm not about to say it's unimportant."

Dick Barr shared that he is familiar with the term in the real estate world and explained it is just a term used to indicate that the document requires an original signature, rather than an electronic signature.

Chairman Bob Thomas, "The only other question I had, and this is under Programming Standards, and I thought it was very well written, but under Section V, under lottery contests and gaming announcements, I assume that if any of the school's have a raffle or something like that, they just have to comply with verbiage that meets your approval, Harry. Is that correct?" Harry confirmed that is the case.

Jay Taft, "I just wanted to recognize the hard work that Bill and Chris have done on these documents. I think it's important, since the radio station is now up and running, that we have some documentation in place, even if we expect that there will be some changes over time. I would like to recommend that the Board approve these, so that Harry has the documents in hand that he needs to run the radio station."

Bill Jennings informed the Board that there is a process that needs to be followed. The Board can approve the documents, but then it has to be presented to the Town Council, similar to what happened with the bi-laws.

**Motion made by Jay Taft to approve the Programming Standards and the Statement of Compliance documents as presented tonight by the subcommittee; Seconded by Dick Barr. Vote taken – all in favor. Motion passes unanimously.**

### ***Update on the Town Council:***

Dave Gilbert reported, "At the last Town Council meeting, Bill Jennings and Harry Kozlowski presented the radio station to them. They did a real good job. Basically they gave them a good broad overview of what we're trying to accomplish. They didn't have all this detail, but they described programming and the path we're going down. They also described and showed them the logo, which is now on a sticker. I felt the best thing, was the preview of the programming. They had about five minutes of live programming they listened to, and also took them down the hall to tour the facility. It was a very good, accurate, concise and appropriate representation of what we're going forward with. It was well received by all the Town Council members."

### **Coverage Area:**

Chris Bandazian stated, "It's a very impressive facility, especially driving around Town and hearing how far the reach really is. I thought it would be a struggle to get it to the Town line."

Harry Kozlowski said, "Hats off to the engineers that located the antenna and did the study. I live in Hooksett and the station comes in crystal clear in my house. We've had reports that people have picked up the station as far north as Pembroke, as far south as Londonderry, and as far east as Candia."

Bill Jennings added, "Rick Sawyer, our Town Manager, reported he was able to pick it up all the way down to exit 4 on NH Route 101."

Chairman Bob Thomas stated, "West hasn't worked very well. Dick, you received an email about that, didn't you?"

Dick read the email submitted by an individual named Ralph, *"I listened to the station on 105.1. It was ok, but I was having some interference. Good enough that the stereo indicator came on. Around 6 pm, it was all noisy with interference from another station. After tuning up and down, it seemed to be from 101.1. According to the FM survey, 101.1 is about 30 db stronger than 105.1. My quick test seems to confirm that this is an ok FM radio receiver. 101.1 is very strong here, causes interference with many different station on my portable radio. I tried with three radios and get much the same result. This is not the station to keep on in the background."*

Harry asked if the individual lives near Mt. Uncanoonuc, as Rock 101.1 broadcasts from that location.

Scott Winslow asked about the licensing limitations for 105.1. Isn't it supposed to be a five mile radius? It sounds like it went way past that. When are we in violation of the low power frequency license?

Harry Kozlowski explained, "The license is not based on mileage, it's based on power. The five to eight mile rule, if you want to call it that, is just an anecdote to describe the general range of the station. Some stations barely cover a mile or two due to interference from other stations... Again, Bill and the engineers picked a great frequency in 105.1. It was one of the cleanest frequencies in the area and because of that, what you're really hearing is not so much signal strength but lack of interference. Car radios are fairly sensitive radios, so you can drive a long way and still get a fairly clear signal... We have a 55 foot tower. Actually we could go up another 105 feet without having to lower our power, but that's another story."

Dave Gilbert said, "I forgot to mention as part of the marketing report, we're looking at the possibility of doing a joint open house with BCTV. We want to pool the resources and open it up to the community. We have a few dates, ideas for banners and all that, but we are looking into that."

Chairman Bob Thomas took a moment to remind everyone that there will be some upcoming changes after the elections, both on the Town and School Board side, as they anticipate current LPFM Board Vice-chairman Dave Gilbert will be elected to the Town Council; which would open up a second vacancy on the LPFM Radio Board of Overseers.

***Radio Station Manager's Report by Harry Kozlowski:***

The station officially signed on, February 8<sup>th</sup> at 10 pm. We are officially still in test mode for about 30 days, getting all the bugs out, etc. Programming wise, we're about 80% of where we're going to be at the current level. We are already carrying some public service announcements, that we will be showing you shortly, as well as sports reporting.

We do have one student already doing his senior project, Sean Patten. His project is doing something called the Bulldog Report, he covers the game, gives a wrap up and gets some quotes from players and coaches. We did some promotion too for the Lurgio School Read-a-thon event.

*The Board of Overseers then listened to three samples of public safety sound clips, as well as a sample portion of the Bulldog Report.*

The radio station did broadcast one Town Council meeting last week and plans to continue doing that, as well as begin broadcasting live sports events when they can. With that in mind, we are looking for volunteers and people who want to get involved. We are in need of people who can do play-by-plays for sporting events, hockey, basketball, baseball... we need it all, so call me.

Chairman Bob Thomas asked about the possibility of streaming the radio station broadcast. Harry explained that there are royalty issues that they have to finish working through before they can get to that point, but hopes to be able to be up and streaming within a month or two.

We need people who are willing to put in the time and commitment to run programming. We have equipment and resources to train people, but they need to know that once their trained they will be committing to coming in each week and putting on a show. There are 52 weeks in a year, and we understand there are vacations and such, in which case we could re-run a couple shows, but we're expecting a weekly show would be about a 40 week commitment.

Scott Winslow asked about the potential for individuals to get financial support to put on radio programs. Harry explained that there currently is no budgeting for programming. There is some equipment that may be able to be lent out as needed, but that the plan is to have individuals bring in their own supplies for proposed programming. He continued by giving an example about an individual potentially wanting to host a jazz program, it would be expected that the individual would have their own jazz collection that would be used on the air, but we wouldn't go out and buy a bunch of jazz records. Harry reiterated that the current licensing fees is a blanket license that covers anything we might play.

Chairman Bob Thomas asked about the RDS System status. Harry stated the RDS system is kind of on the back burner for now. There are Town IT people who understand the methods to getting that information into the transmitters, but we haven't had a chance to work that out yet.

### **Approval of Meeting Minutes:**

Chairman Thomas asked for a motion to approve the meeting minutes of from the January 18, 2016 meeting of the Board of Overseers.

**Motion made by Dick Barr motioned to approve the minutes; Seconded by Jay Taft. Vote taken – all in favor. Motion passes unanimously.**

Next board meeting date will be March 14, 2016 at 7 p.m.

**Meeting adjourned at 7:40 pm.**

Submitted by Danielle Basora