

TOWN OF BEDFORD
BCTV Board of Overseers
January 10, 2019
MEETING MINUTES

In attendance: Dick Rawlings, (Vice-Chair), Chris Bandazian (Town Council Alternate), Mike Sills, Julio Nunez, Bill Foote (School Board Liaison), Bill Jennings (BCTV Station Manager), Coleen Richardson (Assistant Station Manager)

Absent: Rebecca Durrell, Bob Thomas, Pete Macdonald, Melissa Stevens (Town Council Liaison)

Call to Order: Vice-Chairman Rawlings called the meeting to order at 7:10 p.m.

I. New Business:

a) BCTV Station Manager's Report – Bill Jennings mentioned he had emailed his monthly reports to the Board prior to the meeting and said therefore he wasn't going to review all the items in the reports (see attached). Bill asked if there was any item in particular that the Board would like him to review and there wasn't any. Vice-Chairman Rawlings did comment that there has been a lot going on.

b) Assistant Station Manager, Coleen Richardson asked Vice-Chairman Rawlings if we could add one additional item to new business that wasn't listed on the agenda and address it. Vice-Chairman Rawlings agreed. Station Manager, Bill Jennings then said that Chris Gentry, Broadcast Production Coordinator has taken another job in the Town of Milford as the Media Manager. We have appreciated having Chris work for BCTV-WBNH these past 21 months and wish him the best in his new position. Vice-Chairman Rawlings then presented Chris with a Certificate of Recognition for his time at BCTV-WBNH. Chris thanked everyone.

c) Station Manager, Bill Jennings led a discussion regarding a proposal to dissolve the BCTV Board of Overseers and the WBNH-LPFM Radio Board of Overseers and create one board to oversee both entities. Bill explained that now that the radio station is established and the policies are in place there isn't a need to have a separate board. Bill has already mentioned this idea to the Council Liaisons for both boards as well as the Town Manager. Bill explained that new by-laws would be established to define the role of the new board and board members will be educated on the different policies for each entity. WBNH-LPFM is a Town owned organization control by the FCC where BCTV is a Community Access Center which is not controlled by the FCC.

Motion was made by Vice-Chairman Rawlings and Seconded by Mike Sills that the BCTV Board of Overseers is in favor of Bill Jennings' proposal to dissolve the two boards and create one board for both BCTV and WBNH. All voted in favor.

- II. **Old Business:** Approval of minutes from October 4, 2018. Motion was made by Mike Sills, Seconded by Julio Nunez, all voted in favor with one abstention by Bill Foote. Vice-Chairman Rawlings then questioned if the vote would hold since without Bill Foote's vote there was not a quorum. Town Councilor Chris Bandazian then explained that since this meeting could be the last time the BCTV Board met, he said it should be noted the minutes were approved with a consensus due to the lack of quorum.
- III. **Motion to adjourn the meeting was made by Bill Foote and Seconded by Mike Sills.** Meeting was adjourned by Vice-Chairman Rawlings at 7:44 p.m.

*Submitted by: Coleen Richardson
January 11, 2019*

MONTHLY REPORT



To: Town Manager and Town Council
From: Bill Jennings, BCTV-WBNH Station Manager
Date: November 8, 2018
Dept.: Bedford Community TV / WBNH Radio
Period: October 2018

Total Number of BCTV Programs All Channels: 115

Channel 16 - Public: 78

Channel 22 – Government: 15 Live First Time Runs; 176 Re-Runs

Channel 23 – Education: 22

BCTV Website Page Views: 1153 WBNH Website Page Views: 278

BCTV Program Streaming Users: 1428 WBNH Unique Listeners: 1140

WBNH Podcast Downloads: 147

BCTV Public Service Announcements: 77 WBNH Public Service Announcements: 59

BCTV – WBNH Points of Interest

Candidate Interviews, live debates, post season BHS sports coverage along with special programming with New Hampshire Humanities, Library, Bedford Land Trust, and Historical Society lead to a very busy month of October here at BCTV.

BCTV provided live broadcast services for the AARP by streaming out the AARP Congressional District debate between Chris Pappas and Eddie Edwards. We made arrangements with St. Anselm College and AARP to handle the only live stream from the event. AARP posted the stream so people could watch on line. This was great PR for BCTV as well as AARP.

The Hynes and Dietch D9 state senate campaign organizations requested a live debate between the candidates. We arranged to have the respective political chairs organize and sponsor the event since it is not within the purview of the BCTV's policy to sponsor live political debates. The live debate was well attended with over 40 on line viewers watching as well. Again, we do not have TV data but I would suspect we certainly had many more watching on their television sets at home.

High School Sports programming has lead the way this month on BCTV as the fall teams entered their post season championship runs. Soccer (Boys and Girls), Football and Volleyball were featured. The popularity of high school and local sports coverage is a primary driver for continued community support of BCTV and WBNH. One side note was a special recorded program featuring the girls' volleyball team with one on one interviews with the five captains as well as a one on one interview with the coach.

The most popular sporting event in October was the Bedford-Merrimack regular season football game where there were 253 people watching on line from 29 countries, 37 states and the District of Columbia. 54% of the viewers were from Bedford. Yes, the data we use can drill down right to the community and the type of device people are using to watch online. We also assume there were many watching the traditional way on their TV set. Demand for live broadcasts continues to be growing and somewhat expected. We hear about it when we aren't covering an event. That has more to do with staff and volunteer availability. We can only cover so much at one time and all our broadcasters are volunteers with the exception of Harry Kozlowski our radio program director.

The Bedford Fire Open House once again was a very popular annual TV and on line event with over 1000 viewers watching the pre-recorded program of the event on line.

“Search and Rescue;” “How to Use EBooks at the Bedford Library” along with “The Social Bear: What Bears Have Taught Me about Being Human” with the Bedford Land Trust were some of the fun events we had a chance to cover this month. We also covered the New Hampshire Humanities Council Gala Event in Manchester with special NPR news anchor personality Susan Stemberg as the main speaker. Over 500 people attended and BCTV was the only station there to capture the presentation.

One note of interest regarding WBNH is the “Unique Listeners” data above which is posted above for the first time. You'll note the number is 1,140. Unique listeners means listening requests for distinct IP addresses. It's assumed to be different people. Essentially that is someone listening through a device other than over the air radio. Television and over the air radio listeners' data would be extremely expensive to obtain so we'd like to think those numbers are high as well. For a deeper explanation on our radio data collection methods please feel free to contact Harry.

Radio Podcast downloads for our individual volunteer radio broadcasters continues to grow. This month it was 147 downloads with “Foxx on Sports” with Loren Foxx and Andrew Hansen leading the way with 29 downloads. Their show normally consists of one on one telephone interviews with the various coaches at the high school as well as at the youth league level.

For all live sports coverage we send out the BCTV and WBNH streaming links to key school management for distribution. We copy Rick and the BCTV and WBNH boards. If you'd like to be included on the live link distribution list for both BCTV and WBNH broadcasts please let either Rick or myself know.

MONTHLY REPORT



To: Town Manager and Town Council
From: Bill Jennings, BCTV-WBNH Station Manager
Date: December 7, 2018
Dept.: Bedford Community TV / WBNH Radio
Period: November 2018

Total Number of BCTV Programs All Channels: 108

Channel 16 - Public: 73

Channel 22 – Government: 14 Live First Time Runs; 126 Re-Runs

Channel 23 – Education: 21

BCTV Video on Demand Views: 1,435

BCTV Website Page Views: 1263 WBNH Website Page Views: 583

BCTV Program Streaming Users: 1752 WBNH Unique Listeners: 1046

WBNH Podcast Downloads: 222

BCTV Public Service Announcements: 79 WBNH Public Service Announcements: 62

BCTV – WBNH Points of Interest

November was a very busy month for BCTV and WBNH, starting with live election coverage from the polls which was hosted by Bill Jennings and Terry Wolf. BCTV posted the election results immediately after they were officially announced on all three channels and the station Facebook page. Keeping with the political side, Senator Jeanne Shaheen visited the station to do an interview with Bill Greiner. The show is called *Washington Update* and she has done this for the past several years with us.

BHS post season activity continued with BCTV covering the Boys Varsity DI Football road to the finals where all three post season games were broadcast over BCTV and WBNH. The TV finals are restricted by the NHIAA since they own the live broadcast rights. We are allowed to record it for later playback and our latest information is that 311 people have watched the game via VOD. We are allowed to broadcast the game live over 105.1FM and there were 440 people who listened to the game on WBNH. We also provided a simulcast radio feed to the Derry LPFM radio station for their Pinkerton Academy fans. The radio station is relatively new and this was the first sports program that was run on their station and it was very well received. Another joint town effort. We've provided joint coverage in the past with the BCTV side of the business, but this was a first for radio.

WBNH radio walked away with a number of awards from the New Hampshire Association of Broadcasters; the best one being "LPFM Station of the Year". Congrats to Harry and his crew of broadcast volunteers. Special thanks goes to Loren Foxx and Andrew Hansen for grabbing the top award for radio sports coverage.

Just a reminder that all government and school board meetings are available through our www.bedfordtv.com website. All meetings are available on demand within 24 hours of the live broadcast. Remember to type in the meeting description in the VOD search window. For example, if you type in Planning Board, all the planning board meetings year to day will be listed. Just click on the meeting you want to watch. You will not only see the video, but now you'll have the full agenda with PDF hyperlinks in front of you as well as the new agenda item chapters format for quick agenda access.

We are starting a whole new PSA series with Fire and Police that will include both TV and Radio. We will be updating older ones that need refreshing and rolling out new ones that will be informative and entertaining. This new launch will take place after the first of the year.

Be sure to check out our new *Town Employee Holiday Greeting Video* with all the town departments and personnel participating in this short two and a half minute treat. Coleen was the Executive Producer on this piece and we know that everyone who participated enjoyed the experience. It has reached over 2700 FB users and has been viewed over 1000 times on FB as well; all this in less than 24 hours since being posted and distributed; of course it's available for viewing on our BCTV channels as well.

BCTV covered the BeBOLD presentation *Straight Talk: Making the Right Decisions*. Keith Dillon and Brain O'Keefe, two police officers who live in Bedford but serve in other communities, did the presentation. It was excellent and carried a powerful message.

Foxx on Sports continues to be our highest radio podcast downloaded show followed by our popular BHS students show "BHS Radio Unleashed".

MONTHLY REPORT



To: Town Manager and Town Council
From: Bill Jennings, BCTV-WBNH Station Manager
Date: January 4, 2018
Dept.: Bedford Community TV / WBNH Radio
Period: December, 2018

Total Number of BCTV Programs All Channels: 98

Channel 16 - Public: 65

Channel 22 – Government: 13 Live First Time Runs; 180 Re-Runs

Channel 23 – Education: 20

BCTV Video on Demand Views: 502

BCTV Website Page Views: 567 WBNH Website Page Views: 583

BCTV Program Streaming Users: 623 WBNH Unique Listeners: 792

WBNH Podcast Downloads: 280

BCTV Public Service Announcements: 68 WBNH Public Service Announcements: 67

BCTV – WBNH Points of Interest

We will be losing Chris Gentry, our Broadcast Production Coordinator on January 11th. Chris is moving on to take the position as Media Manager for the Town of Milford. It's a good move for Chris since he already lives in Milford. It's a much smaller one person operation compared to BCTV. It's a perfect fit for someone of his talents. It'll be a short commute for him since his new station is five minutes from his house. We wish him well and he'll be missed. We will be advertising the open position immediately and we will take our time to make sure we find the right person for the job.

Hopefully you had the opportunity to see the town holiday greeting. It is amazing how many people watched the greeting. It reached over 7000 people on our FB page with 4000+ actually taking the time to watch the entire piece. Of course the shares by other departments, especially the fire department, made that all possible. There was some pretty creative greetings from each department. Kudo's again to Coleen Richardson for pulling it all together.

BCTV covered all the holiday school concerts; three remain with Lurgio, Peter Woodbury and the BHS Band Winter concerts scheduled for January

Winter high school sports action kicked off this month with Boys and Girls Basketball as well as Boys Hockey getting either WBNH live coverage or both with BCTV.

A proposed FCC rules change, that would have a potential impact on our franchise fees, is currently being considered with both the public and commercial sides weighing in with

comments. To net it out, cable providers are looking to add a value under the pretense of what they are calling "In-Kind Services." For example this basically means that they could potentially start putting a value on how many channels a station has or a value on connections to municipality and school building for cable access. The call for responses from both sides to the rules changes took place in late November and December with close to 4000 people from our national community organizations (which includes us) and over another 6000 from other independent and organizations opposing the rules change.

The current cable act of 1986 does not allow for what is being considered by the FCC, but the FCC can make rules changes given their authority. Since there is a current republican majority in the FCC, (3-2), and Chairman Pai is a former Verizon Executive, the odds of it being pushed through are much higher. This is one of the biggest challenges to the Franchise Act that there has been in sometime. We have the support of both of our US Senators, with Senator Shaheen and her staff submitting a letter of opposition directly to Chairman Pai. Senator Hassan also signed a joint letter to the FCC with ten other US Senators opposing the rules changes. With the new Congress now in session, we will be asking Congressman Pappas for his support as well. He has been a regular visitor here at BCTV over the years and we are confident that he will oppose the changes as well.

I've spoken to our Comcast Government State Manager, Bryan Christiansen, and even he is unaware of what the impact might mean. He isn't in a position to speculate since this is simply is a proposed rules change and not an actual policy change at this time.

My personal assessment is, could they start charging us for annual service similar to our other vendors for their support? I suppose so, but again, that's just another speculative example on my part.

This will continue to play out and I will update you periodically on the situation, but be assured, getting both our US Senators opposition support was huge. I certainly appreciated Senator Shaheen visiting BCTV and giving me an opportunity to brief her on the significance of this propose change. We're lucky to have her as our Senator and her support.