



ANNUAL REPORT 1982

BACKGROUND:

Foxboro Cable Access filed for incorporation in the Commonwealth of Massachusetts on August 18, 1982 and stands ready to help the residents of Foxborough to effectively make use of the cable television operation licensed to do business in the town for at least the next ten years.

The basic charter of the organization provides for the corporation to:

- Establish local access channel rules and procedures
- Advise the Licensing Authority
- Inform the public
- Promote participation in use of the system
- Assist in training
- Determine community communication needs
- Supervise local programming
- Supervise and control funds provided by Licensee
- Review Licensee reports
- Prepare an Annual report

This charter includes coordination of the following channels listed under the "local tier" offering of the Licensee: 1-Educational access; 2-Safety; 4-Community and Senior Citizen; 7-Government access.

CORPORATION:

In order to officially establish Foxboro Cable Access, Articles of Organization were filed with the Commonwealth as a non-profit organization. Foxboro Cable Access is fortunate to have as members of its Board of Directors people who have a great deal of enthusiasm and experience to contribute. Mal Beaverstock and Bob Conkey have both been active in the Town and have served on major Town committees. Barney Ovrut and Bruce Pottle bring expertise for the many legal and financial questions that the corporation may face. Paul Toher and Bill Owen both served on the initial cable television advisory committee and bring experience in publishing and the consumer aspects of the television industry. Jacqueline O'Reilly is a well known leader in the Arts through her extensive involvement with the Boston Ballet and the Massachusetts Council on the Arts. A list of the Board members and their terms of office is given in Appendix 1

As a corporate signature the Board selected a stylized monogram featuring the dish antenna. (Figure 1) This symbol represents the ability of cable television to collect information, focus it, and transmit it to people on the cable. In addition: steps have been initiated to file for IRS tax exempt status; a post office box (#524) has been obtained as a mailing address; and a checking account has been established. Operating funds will be transferred to the Corporation within one month of the 1st subscriber obtaining service.

An office location has still to be determined. The corporation is grateful to the Foxborough School Department for allowing the use of their School Committee Room for Board meetings. Possibilities for office space include room at the new regional facility of Mass. Cablevision to be built on Rt. 140 and North St. Another alternative is space within the Igo Building or the High School. Exact space requirements are not finalized. Access to typing and copying facilities are needed as well as secure storage for files, videotapes and equipment. Relatively easy access to the office for authorized personnel will also be required.

ORGANIZATION:

In order to involve more residents and thereby broaden the base of support in the Town, an organization of committees was established as shown in Figure 2. Although described as committees, the groups are intended to work as operating units within the corporation and managed by the group chairman. The chairmen are appointed by the Board of Directors for one-year terms.

The committees and their main objectives are as follows:

Public Awareness:

To inform the general public of their right and opportunity to participate in the use of the community channels and to assist in carrying out appropriate training programs

Local Programming:

To provide Foxborough with leadership and direction for high quality local programming

Local Production:

To provide direction and be responsible for the use of production equipment provided by the Corporation or Mass. Cablevision

Consumer Issues:

To provide background information and recommendations to the Foxborough Board of Selectmen for use in resolving consumer problems.

License Compliance:

To provide background information and recommendations to the Foxborough Board of Selectmen for use in determining the level of compliance by Mass. Cablevision with the terms of the License Agreement

Figure 3 shows the relationship between the committee responsibilities and specific sections of the License agreement. Full charter descriptions are listed in Appendix 2.

During the next year all committee chairmen are expected to further define their individual charters, develop operating procedures and prepare budgets for their operations. All groups are expected to regularly report to the Board of Directors. Additionally the committee on License Compliance and Consumer Issues will provide the Selectmen with advisory reports.

To this point eight people have expressed interest in serving on the committees. We are fortunate to have some individuals already interested in becoming committee leaders. In particular Jack and Rita Martin will chair the group on Public Awareness and Cindy Sackett will lead the combined committees involved with License compliance and Consumer Issues. We are currently looking for others to organize and lead the Production and Programming committees.

To bring the committees to full strength, we would like to get at least 15 more people involved in the Foxboro Cable Access operation. Anyone interested can become involved by completing a card at Town Hall or contacting the committee chairman directly.

MASSACHUSETTS CABLEVISION:

Massachusetts Cablevision Systems, Inc. is the company selected to provide cable television services to Foxborough. To date they have continued to exhibit those favorable characteristics that led to their selection as Licensee.

In particular they have supported our organization during the incorporating process, attended Board meetings when requested, and made video equipment available. Bob Bamberg, franchising coordinator, and Jesse Perry, regional office manager, have both been especially cooperative.

The Foxborough system continues under construction. The antenna site is finished and cable for both television and computer facilities is being completed to the Cablevision temporary office building on Cocassett street. Hook-up to customers, while behind the optimistic estimates provided at the public hearing, is within the time allowed by the license terms (1yr or until June '83 to complete the installation).

Although still in a startup phase, the working relationship that is being established between Cablevision and Foxboro Access promises to be of benefit to the Town in helping to take fullest advantage of the system.

NATOA:

The National Association of Telecommunication Officers and Advisors is a national organization of individuals serving city and county governments in the development, regulation, and administration of cable television. NATOA operates as an affiliate of the National League of Cities.

A meeting, called by the Cable Commission of the City of Boston, was held on Sept. 29, 1982 to discuss forming a Massachusetts chapter of NATOA. Mal Beaverstock represented Foxboro Cable Access at that meeting. Representatives of the towns at the meeting felt that membership would be valuable especially for the workshops and newsletter provided by the national organization. Foxboro Cable Access is presently pursuing membership in NATOA.

The Boston meeting clearly indicated that Foxboro is in a much better situation than most Massachusetts communities. Only Canton and Cambridge had non-profit organizations and the latter did not have funding provided for in the license agreement. The other towns were very interested in our cable organization and found it an innovative approach.

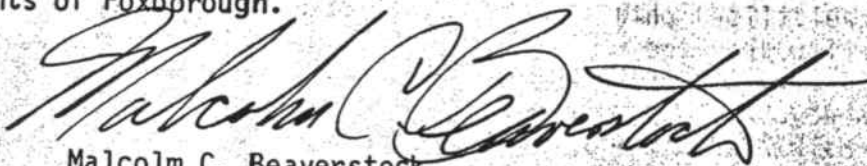
VIDEO PRODUCTION:

Access to video production equipment and editing facilities is part of the license agreement. To evaluate the type of equipment that will be available and the magnitude of programming effort, Foxboro Cable Access took part in two experimental programs. The first was a recording of a live show, "An Evening of International Entertainment", held at the High School Auditorium. The second was a documentary of the Foxboro Womens Soccer League.

Mass. Cablevision provided portable camera equipment, video tapes and, for the show at the High School, used a mobile van similar to the one they are providing for Foxboro. Since equipment designated for Foxboro has not been delivered as yet, editing facilities at Cablevision's recently completed studio in Fairhaven, Mass. were used. The mobile van was also from the Fairhaven facility. Both video tapes will be used as part of the local access channel and provide a start to a local video tape library.

CONCLUSION:

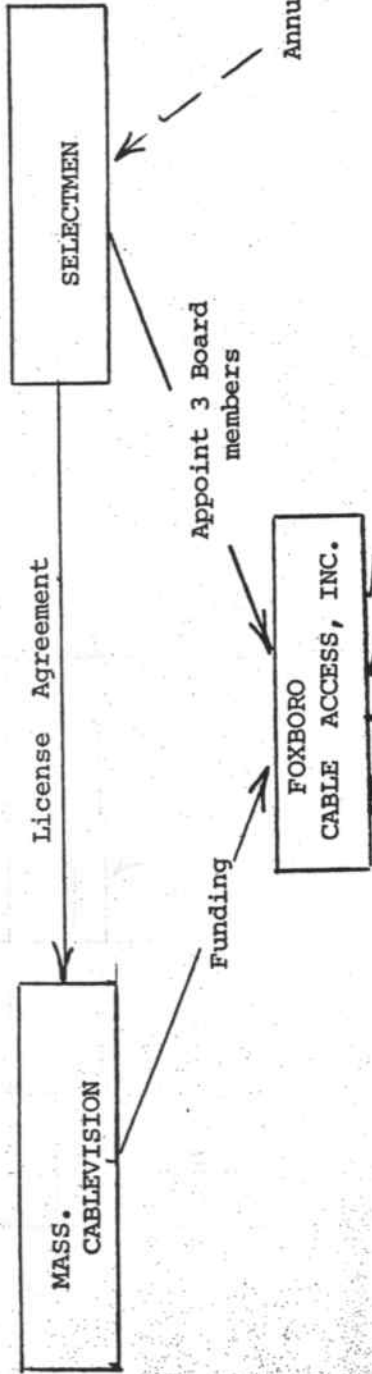
The creation of a non-profit corporation to focus a community's efforts in local access programming is a new concept locally, state-wide, and nationally. The result promises to be an exciting learning experience that will benefit all residents of Foxborough.



Malcolm C. Beaverstock
President, Foxboro Cable Access, Inc.
December 1, 1982



FIGURE 1



PUBLIC AWARENESS

- * Chairperson
- ** Members

Objective:
To inform the general public of their right and opportunity to participate in the use of the community channels and to assist in carrying out appropriate training programs.

- * One year term
- ** 1/2 one year terms
- 1/2 two year terms

PROGRAMMING

- * Chairperson
- ** Members

Objective:
To provide Foxborough with leadership and direction for high quality local programming

PRODUCTION

- * Chairperson
- ** Members

Objective:
To provide direction and be responsible for the use of production equipment provided by Massachusetts Cablevision

**CONSUMER ISSUES
LICENSE COMPLIANCE**

- * Chairperson
- ** Members

Objective:
To provide background information and recommendations to the Foxboro Board of Selectmen for use in resolving consumer problems and determining the level of compliance by Massachusetts Cablevision Systems, Inc. within the scope and terms of the license agreement.

All members and officers approved by Foxboro Cable Access, Inc.

FIGURE 3

FOXBOROUGH CABLE ACCESS, INC.
COMMITTEE RESPONSIBILITY MATRIX

<u>License Section</u>	<u>Public Awareness</u>	<u>Local Programming</u>	<u>Local Production</u>	<u>License Compliance</u>	<u>Consumer Issues</u>
1					*
2				*	
3				*	
4				*	
5				*	*
6				*	
7				*	
8		*			
9				*	
10					*
11					*
12					*
13		*			
14				*	
15					*
16				*	*
17	*	*		*	*
18	*	*	*	*	*
19	*				
20	*	*	*		
21		*			
22		*			*
23					*
24					*
25	*	*	*	*	*
26				*	
27				*	
28				*	*
29				*	
30				*	
31				*	*
32	*			*	*
33				*	
34				*	
35				*	
36				*	
37				*	
Exhibit A	*	*	*	*	*

FOXBORO CABLE ACCESS, INC.

BOARD OF DIRECTORS

Term Expires - Jan. 27

Malcolm Beaverstock
23 Forest Road
543-2670

1985

William Owen, Jr.
280 Cocasset Street
543-5264

1984

Barnett Ovrut
10 Ames Road
543-4522

1986

Robert Conkey
13 Fuller Road
543-6713

1985

X Paul Toher
46 Summer Street
543-7440

1984

Bruce Pottle
137 South High Street
543-3670

1986

X Jacqueline O'Reilly
5 Hodges Road
543-5698

1985

APPENDIX 2

FOXBORO CABLE ACCESS, INC.

COMMITTEE ON PUBLIC AWARENESS

CHARTER

OBJECTIVE:

To inform the general public of their right and opportunity to participate in the use of the community channels and to assist in carrying out appropriate training programs

OPERATION:

- Meetings as required to supervise community awareness program
- Carry out programs to promote participation in and viewership of local programs
- Coordinate efforts with Foxborough School Administration for any in-school, internship, or awards program
- Assist Licensee in scheduling workshop or other training sessions

RESPONSIBILITIES:

- Development and execution of a Public Awareness Program
- Obtain approval of all policy and programs from Board of Directors
- Development of yearly operation budget for approval by Board of Directors
- Report to Board of Directors as part of their regular meeting agenda

FOXBORO CABLE ACCESS, INC.
COMMITTEE ON LOCAL PROGRAMMING
CHARTER

OBJECTIVE: To provide Foxborough with leadership and direction for high quality, local programming.

- OPERATION:**
- Meetings as required to supervise the programming constant of local access channels
 - Assist in the creation and development of local programs
 - Determine local needs for programming and seek methods to meet them
 - Receive and review requests for programming funds
 - Coordination with programming committee of other towns
 - Coordination with Licensee regional director
 - Coordination with Foxborough Town Departments and Committees
 - Encourage creativity in the visual arts

- RESPONSIBILITIES:**
- Establish rules and procedures governing the use of the local access channels
 - Quality of local programming
 - Compliance with license terms concerning programming
 - Obtain approval of all policy and programs from Board of Directors
 - Development of yearly operation budget for approval by Board of Directors
 - Report to Board of Directors as part of their regular meeting agenda

FOXBORO CABLE ACCESS, INC.

COMMITTEE ON LOCAL PRODUCTION

CHARTER

OBJECTIVE:

To provide direction and be responsible for the use of production equipment provided by Massachusetts Cablevision.

OPERATION:

- Meetings as required to supervise use of local programming equipment
- Provide scheduling for equipment assigned to the Corporation
- Coordination with Licensee for use of other equipment and facilities
- Coordination with Committee on Local Programming and Public Awareness
- Coordinate and participate in program production
- Provide technical production assistance

RESPONSIBILITIES:

- Level of production quality
- Use and condition of equipment
- Establishment of standards and procedures for use of equipment
- Obtain approval of all policy and programs from Board of Directors
- Development of yearly operation budget for approval by Board of Directors
- Report to Board of Directors as part of their regular meeting agenda

FOXBOROUGH CABLE ACCESS, INC.

COMMITTEE ON CONSUMER ISSUES

LICENSE COMPLIANCE

CHARTER

- OBJECTIVE:** To provide background information and recommendations to the Foxboro Board of Selectmen for use in resolving consumer problems and determining the level of compliance by Massachusetts Cablevision Systems, Inc. within the scope and terms of the license agreement.
- OPERATION:**
- . Monthly meetings to review specific complaints and as appropriate to review performance vs license terms
 - . Review of all reports indicated in section 26 of the final license
 - . Review consumer input relative to cable operation in Foxborough
 - . Review compliance with consumer involved sections of the license such as contract working and notice of changes.
- RESPONSIBILITY:**
- . Knowledge of consumer related issues in license terms and conditions
 - . Yearly written report to Board of Directors and Selectmen summarizing the state of license compliance and recommendations. Reports to be made 30 days prior to the annual license review meetings between Selectmen and Licensee
 - . Specific reports and recommendations, as required, to resolve consumer issues that require issuing Authority action.
 - . Obtain approval of all policy and programs from Board of Directors
 - . Report to Board of Directors as part of their regular meeting agenda
 - . Development of yearly operation budget for approval by Board of Directors
 - . Yearly written report to Board of Directors and Selectmen summarizing the state of license compliance and recommendations. Report to be made 30 days prior to the annual license review meetings between Selectmen and Licensee

ACCESS BOARD CO-ORDINATOR

Public Awareness:

Jacqueline O'Reilly
Robert Conkey
Paul Toher
Malcolm Beaverstock

Programming:

Jacqueline O'Reilly
Robert Conkey
Bruce Pottle

Production:

Malcolm Beaverstock
William Owen, Jr.
Barnett Ovrut

Consumer Issues - License Compliance:

Paul Toher
Barnett Ovrut
Bruce Pottle
William Owen, Jr.