

**TOWN OF BEDFORD**  
**BCTV Board of Overseers**  
**June 6, 2018**  
**MEETING MINUTES**

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

Absent: Bob Thomas, Rebecca Durrell

- I. **Call to Order:** Chairman Greiner called the meeting to order at 7 p.m.
  
- II. **Old Business:** Renewal of the Cable Television Franchise Agreement with Comcast. Station Manager reviewed the final revisions that were recently made to the agreement and summarized why the changes were made. Primarily explaining why the franchise fee will be increasing from 4% to 5%. (Supporting documents are attached.) After the board discussed the changes and a couple additional corrections were made, a motion was made by Mike Sills and seconded by Julio Nunez to endorse the revised draft of the Cable Television Franchise Agreement with Comcast, with corrections. **Vote taken:** All in favor.
  
- III. **Adjournment:** Meeting was adjourned by Chairman Greiner at 7:55 p.m.

*Submitted by: Coleen Richardson*  
*June 8, 2018*

## Proposed Comcast Television Franchise Agreement

December 2, 2018 – December 2, 2028

### Overview

Aside from new terminology and updated legal language to reflect technology and RSA compliance verbiage, the new ten year agreement includes an increase in the franchise fees from 4% to 5%. The increase amount is the maximum allowed under the cable franchise act. This increase will protect the BCTV-WBNH station against any potential revenue reductions over the ten year life of the agreement due to changes in the video content distribution industry as well as a potential reduction in cable TV subscribers. The increase will also align Bedford with the majority of communities who have already elected the 5% maximum.

The station will receive \$250,000 for PEG access capital equipment funding which will be distributed in increments of \$25,000 over the ten period of the agreement.

Additionally, the previous minimum dwellings requirement for new building TV cable system line extensions has been reduced from 30 dwellings to 20 dwellings for aerial and 25 dwellings for underground extensions. Cable line extension drop lengths from the road to a dwelling has also been increased from 200' to 250'

A fourth channel has been added to the agreement if the need can be justified. We do not see an immediate need, but the channel could potentially be used as an HD channel whenever Comcast decides it is technically and economically feasible for them to offer it. Authorization for an HD channel with term criteria was provided in a separate letter of understanding from Comcast. This is a standard procedure that Comcast uses with all communities.

A separate letter was also provided for a qualified Medicaid and SSI senior discount. Both the HD and senior discount memos are attached to this staff report for your review.

February 9, 2018

Town of Bedford  
Rick Sawyer, Town Manager  
24 North Amherst Road  
Bedford, NH 03110

**RE: PEG Access Programming  
Town of Bedford, NH**

Dear Mr. Sawyer:

The purpose of this letter is to outline Comcast's agreement to engage in future discussions with the Town of Bedford (hereinafter "Town" or "Franchising Authority") relative to Public, Educational, and Governmental (PEG) Access Programming. The obligation to meet and discuss as set forth herein is intended to provide an opportunity for good faith discussions and not to establish the actual final terms of any such agreement.

In response to the Town of Bedford's public ascertainment hearings and PEG Access Programming discussions during the renewal franchise negotiations, Comcast will commit to meet with the Town to discuss the technical and economic feasibility of distributing one (1) PEG Access Channel in High Definition (HD) format as described herein or, if applicable a viable alternative. Commencing with the Effective Date of the Franchise Agreement dated \_\_\_\_\_, Comcast and the Town understand and agree to the following:

Following the third anniversary of the Effective Date of the Franchise Agreement, upon written request of the Town, the parties agree to meet and discuss the possibility of distributing one (1) PEG Access Channel in HD format. The discussion shall take into consideration the following:

1. The technical and economic feasibility of providing one (1) PEG Access Channel in HD format;
2. The cost to Comcast and/or Town/PEG Access Provider to make available one (1) PEG Access Channel in HD format;
3. The identity of other Towns or Cities in Comcast's NH Systems in which PEG channels are distributed to Subscribers in HD format;
4. The percentage of locally produced, non-repetitive, and non-character generated original PEG Access Programming produced in HD by the Town/PEG Access Provider and the future plans of the Town/PEG Access Provider to continue production of such content in HD format;
5. Reclamation of existing Standard Definition (SD) PEG Access channel(s) and customer interest in receiving PEG Access programming in HD format;
6. The HD penetration rate in the Town;

7. The impact on Subscriber rates; and
8. The potential drop of other HD programming.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Sr. Manager of Government & Regulatory Affairs  
Comcast



February 7, 2018

Rick Sawyer, Town Manager  
Town of Bedford  
24 North Amherst Road  
Bedford, NH 03110

**Re: Discount available to eligible Bedford Senior Citizens**

Dear Mr. Sawyer:

The purpose of this letter is to outline the senior citizen discount that will be available to qualified Bedford Comcast cable service subscribers.

Comcast will voluntarily offer a discount equal to \$2.00 per month off Digital Starter. The discount will be for those persons age sixty-five (65) or older, who are head of household and receiving SSI or Medicaid. A qualifying subscriber must be able to show proof of such qualifications. Acceptable documentation would be the following:

- Proof of Age: Drivers License, Birth Certificate, or Passport
- Head of Household: Lease, Deed, Town Tax Bill
- Receiving SSI or Medicaid benefits under Social Security

Comcast reserves the right to modify or eliminate such program at its sole discretion. In the event Comcast adopts and offers a statewide senior citizen discount program, Comcast reserves the right to implement such program, after reasonable written notice to your office.

Sincerely,

A handwritten signature in black ink, reading "Bryan Christiansen". The signature is written in a cursive style with a long, sweeping underline that extends to the right.

Bryan Christiansen  
Sr. Manager Government and Regulatory Affairs