

A. Equipment and Facilities

1. Please describe the equipment that will be provided solely for public, governmental and educational access. Give manufacturer, model number, and cost, and indicate whether equipment is new or used.

Following is a detailed list of equipment we propose to provide for Belmont's access program. In developing this list, we have been mindful of your consultant's report, which stressed the importance of providing "user-friendly" equipment in order that all interested Belmont residents may learn to produce access programming. We have also incorporated the results of our own ascertainment efforts, from which we learned that the schools need some new production equipment but that it would be difficult to locate the entire public access facility within a school building. We have therefore proposed separate equipment allocations for the schools and for public access.

The following list describes equipment we would propose today; all equipment listed would be purchased new and was chosen from models currently available. Because production equipment continues to improve, the actual model numbers may well change by the time the Belmont system is built, but we would propose to purchase equivalent equipment at that time.

We are open to making revisions in this list based on Belmont's needs, and we propose to meet with the Issuing Authority's designees and other interested parties, such as school representatives, before equipment is actually purchased so that the overall equipment budget is employed in the most advantageous manner for Belmont's access users.

In addition, should the town wish to allocate any of its income from the cable system toward equipment purchases, Nashoba personnel will be happy to provide advice and assistance in choosing additional equipment that will enhance the effectiveness of the access program.

We would like to note that while we have proposed to allocate some equipment specifically for the schools, this allocation is not meant to imply that students and school personnel would be discouraged from using the public access studio and equipment. Rather, we hope to encourage the schools, and also town departments, to take full advantage of the facilities designated for public access.

Proposed Access Equipment List

STUDIO/CONTROL ROOM

- 3 Panasonic WV-D5000 color cameras with CCD single pick-up device
 - 3 Panasonic WV-5070 studio kit with WVLZ15/12, 12X studio lens, WV-LK11 lens control kit, WV-VF65 5" viewfinder, WV-Q39 5" EVF bracket, WV-RC635 RCU, WVAD37 RCU adaptor and 14C-30 studio cable
 - 3 Bogen BG-3069, 3068 tripod, 3066 head and 3067 dolly
 - 1 JVC KM1200 special effects generator
 - 1 FOR-A FA400 time base corrector
 - 1 Videotek VT TSM60 waveform
 - 1 Sigma VDA 100A distribution amplifier
 - 1 Sigma FR-3-100 frame
 - 1 Sigma FR-3-100 blank panels for above
 - 1 Panasonic WV5203B triple 5" B&W monitors
 - 1 Panasonic BTS702N two 7" color monitors in a rack
 - 1 Videotek RM13TR 13" color rackmount monitor/receiver
 - 2 Panasonic AG-2500 VHS recorders
 - 1 FOR-A FA220 character generator with MC220 memory card
 - 1 Bretford MP30E mobile equipment table
 - 1 Comprehensive CVC 1500 bulk eraser
- MICROPHONES
- 4 Sony ECM 44B lavalier microphones

2 EV 635A omni-directional microphones
2 FV 314E windscreens
2 Audio Technica AT 814 XLR microphones
2 Audio Technica AT 8114 windscreen for AT814 mic

CONTROL

1 Tascam M208 8 input by 4 output mixer
1 Tascam TO-122A tone generator
1 Technics SL-Q 33K quartz direct drive turntable with
EPC-P530 phone cartridge
1 Shure M64A stereo phono pre-amp
1 Technics RSB-207 cassette deck
2 TOA 22ME speakers for studio
1 Crown D75 stereo amplifier
1 Sigma ADA 106 distribution amplifier
5 Sony DR 10A headsets
1 Atlas SB-36W boom stand
2 Atlas MS-10 microphone stands
2 Atlas DS-7 desk stands
2 Atlas GN-13 13" gooseneck
1 Comprehensive 6AM-6DBX audio snake
1 Comprehensive 6EXM-EXF extension
1 Technics SU-V40 integrated amplifier for use with TOA
22ME speakers for studio

TALK BACK MICROPHONE SYSTEM

- 1 TOA BG10 amplifier
- 1 TOA RS21M monitor speaker
- 1 Astatic 339 LGM talkback microphone
Miscellaneous line level and microphone cables
- 2 Crown sound grabbers

EDITING SUITE

- 1 JVC VHS editing system, VEP-1 including:
BR-8600, RM86 and BP5100
- 2 JVC PVM 1380 13" color monitors
- 1 Videotek RM 13TR 13" receiver/monitor
- 1 Set of headphones
- 1 Winsted E4964 editing console with pull-out work station

PORTABLE EQUIPMENT

- 2 Panasonic WV5050 ENG kit for WVD5000 cameras
- 2 JVC BR6200 portable VCR
- 2 JVC AA-P 26U AC adaptor/battery charger
- 2 JVC CB-P62U fitted carry case
- 2 JVC NBP1 batteries
- 1 Saft Again/Again BB1280 C battery belt
- 1 Lowell LL0192 action kit
- 1 Shure M267 microphone mixer
- 1 Headphone to monitor field audio

CABLECAST

- 3 Panasonic AG-2500 recorder/player
- 1 Panasonic WV-5203 B
- 1 Pelco MS508 audio follow video switch
- 1 Videotek RM13TR receiver/monitor
- 1 Winsted Model D4600 rack with six pull-out VTR shelves
- Miscellaneous cables and connectors

Proposed Equipment List
Belmont Public Schools

The following list represents equipment that we would propose to purchase today within the total school allocation of \$20,000. We expect that this list will change somewhat at the actual time of purchase, when we will review it with school personnel to determine what revisions are needed. Also, specific equipment models and prices are subject to change, and the models described above may not be available at the time of purchase. However, the total school equipment budget will remain at \$20,000.

Proposed Equipment List
Belmont Public Schools

Elementary Schools

- 4 Panasonic CT J2550 R 25" color TV receivers
for the elementary schools

Middle School

- 2 Panasonic CT J2550 R 25" color TV receivers
for the middle school
- 1 Technics RSB29 R audio cassette recorder
- 1 Sony PVM 8020 color monitor with
cross pulse, blue gun and underscan
- 1 JVC KM1200U special effects generator

High School

- 1 JVC VEP-1 VHS editing system
- 1 Lowel TO-97 portable light kit
- 1 Shure M267 audio mixer
- 2 Panasonic WV-D5000 color chip camera heads
- 2 WV-S070 studio package includes:
 - WV-L2 15/12 12:1 zoom lens
 - WV-VF 65 studio viewfinders
 - WV-Q39 viewfinder brackets
 - WV-14C-30 studio cables
 - WV-RC 35 camera control units
 - WV-AD 37 CCU adaptors
 - WV-LK II lens conversion kits
- 1 Panasonic PV 320 color chip camcorder
- 1 JVC KM1200U special effects generator

Proposed Access Equipment List

Following is a proposed access equipment list for Belmont's community television program. This list represents equipment we would purchase today; however, specific models and specific needs will most likely have changed by the time equipment is purchased, and we will select equipment of similar capabilities at that time. Nashoba reserves the right to modify this list within our overall budget commitment.

2. Indicate where the access studio and facilities for editing and training will be located and the amount of space dedicated for such purposes.

We have not yet selected a site for the Belmont studio due to the uncertainty of an occupancy date. As discussed earlier in this section, we learned from our meetings with school personnel that a location within a school building would not be workable, so we will select an alternative site.

An ideal size for the studio, editing and training facilities would be about 2,000 square feet. We will work with the Issuing Authority or its designated representative, along with the schools, to select a location that will facilitate access for all Belmont residents and students.

3. Indicate the number of free drops, modulators, and auxiliary equipment that would be provided to local public sector institutions and organizations (identified by name and address) and note whether monthly service also will be provided free of charge.

Rather than providing a list of specific addresses that may become outdated by the time of system construction, we offer the following policy with regard to free drops: free drops will be provided to every public school (minimum of one outlet per floor), police and fire stations (minimum of one outlet per location), Belmont Town Hall and Town Hall annex (minimum of one outlet per floor), the School Administration building (minimum of one outlet), the Belmont Public Library (minimum of three outlets, one at the main library and one at each of the two branches), the Water Department (one outlet), and the Municipal Light Department (minimum of one outlet). Each drop will include a converter and Super Basic service at no charge. We will work with the Issuing Authority or its designee, as well as the institutions or departments involved, to determine the exact drop locations. Any additional drops desired by the town will be provided at cost, as will any underground drops desired by the town in locations that could be served by aerial drops.

4. Indicate the locations that will be provided with line origination capability.

All free drop locations will have line origination capability. One of the modulators in our proposed equipment list is designated as a portable modulator so that it can be used at a number of locations in town as needs develop.

5. Indicate any additional equipment that will be provided to specific institutions.

As described in our equipment list provided in our response to question 1 above, Nashoba proposes that a portion (\$20,000) of the equipment budget be allocated to the schools. Although we have made some suggestions, we are aware that the needs of the schools and the town may change by the time the system is constructed. For this reason, we will cooperate with the Issuing Authority or its designee, and the schools, to determine the best allocations for the total equipment budget we propose. If the town wishes to devote part of the budget to modulators or cablecasting equipment at certain locations, for example, these needs can be met within the overall budget.

6. Please provide a timetable for the provision of equipment for access.

Access equipment purchase orders will be issued after the signing of the final license, and equipment will be put in place during the first year of system operation. The exact timetable will depend upon the amount of time needed for any studio renovations; however, we plan to have the entire access program, with all equipment, fully operational by the end of one year from the signing of the final license. Portable equipment and training workshops should be available by the start of system operation.

7. Please describe maintenance availability and access equipment upgrade over the 15-year license term.

The annual budget we have proposed includes funds for maintenance and repair of access equipment throughout the term of the license. The video technician hired for Belmont will have responsibility for ensuring that equipment is maintained and repaired as needed.

We have budgeted in our pro formas for upgrading, replacing, repairing and maintaining access equipment throughout the license period. This commitment will ensure that equipment is kept up to date and in repair at all times.

8. Will equipment be provided for closed circuit or addressable use of the access channels? Please describe the headend and user equipment that will be provided.

The cable system will be capable of closed circuit and addressable use; however, we are not proposing to provide additional equipment for these purposes. Massachusetts law prohibits the offer of "in-kind benefits" which do not contribute to programming or services made available to all subscribers. If the Town of Belmont wishes to use a portion of its lease payments for these purposes, or if another user wishes to purchase such equipment, we will cooperate in the development of these specialized uses of the system.

9. What percentage of local programming do you expect will be produced within the area to be served? Approximately 85%.
What percentage of local programming will serve the specific needs of the area to be served? 100%

All of the local programming to be cablecast on the Belmont access channels will be produced with the intent of serving the needs of Belmont. From time to time, this may include programming of regional interest.

10. If you intend to provide a non-automated local origination service, please describe your policy concerning making time available for discussion of controversial issues of public importance.

Please refer to our discussion of "Controversial Issues" under C.1. below.

B. Training and Staff

1. Describe plans for community based training programs.

Following is a description of the training workshops we will provide for Belmont.

General Description & Certification Requirements

Free television production workshops are offered on a first come, first served, non-discriminatory basis. Below is a description of those being offered.

(a) The Basic TV Production Workshops

The Basic Workshop is divided into eight two-and-a-half hour sessions. You must attend all eight sessions and meet the requirements listed below to become certified. Once you receive certification you may make use of the CTV facilities and equipment to produce your own multiple-camera productions for cablecast on the local channels.

Producing: This session is designed to instruct the access user with the procedures necessary to produce a television program. It covers scripting and storyboarding as well as the television production process.

Studio Production: This course, which is divided into three sessions, will familiarize the student with the setup and techniques of a studio production. Access users are required to work on two studio or multi-camera remote productions within three months after the end of the Studio Production sessions.

Audio: This session covers audio techniques and full operation of the studio audio mixing board. Students are required to work as audio technicians on three studio or multi-camera remote productions within six months of completing the course.

On-Camera Talent: This session is designed to familiarize the access user, whether he or she plans to work in front of or behind the camera, with the techniques and requirements of being an on-camera personality.

Studio Directing: This course, which is divided into two sessions, deals with the aesthetic and technical complexities of directing television programs in a full studio environment. Emphasis will be placed on exploring the challenges involved in program development, camera placement, lighting design and the overall "look" of the completed program. Students are required to direct three studio or multi-camera remote productions within six months of completing this course.

(b) The ENG-EFP Production & Editing Workshops

This workshop is designed for access users who have completed the Basic Workshop and who have a specific project in mind that requires single camera "film style" techniques. The four sessions will focus on the art of videography, lighting, sound and editing. The certification requirement for Single-Camera Production is a (5-10 minute) program suitable for cablecast produced within three months of completing the workshop. Once you receive certification, you may make use of the CTV portapak and editing facility to produce your own programs for cablecast on the local channel.

(c) Certified Users Card

This card (similar to a library card) is issued to individuals who have fulfilled the requirements for certification. The cards will show the individual's level of achievement.

(d) Evaluation of Workshops by Participants

Evaluation forms are given to all workshop participants at the last workshop session. Completion of the form is voluntary. The information given helps our CTV office to determine the following information:

1. demographic statistics of CTV users
2. areas identified by users as needing more attention
3. areas in the workshop which users found most beneficial
4. performance of workshop instructor.

Registration for Workshops

(a) The community members should call or drop by the CTV office to inquire about the next scheduled workshops and leave their name, address and phone number.

(b) A CTV staff member will send the interested individual information regarding the workshops, a workshop registration form and a program proposal form which the registrant should fill out and send to the CTV office with a \$10.00 deposit fee to insure placement in the next scheduled workshop. Priority will be given to applicants who have definite workable program ideas for a series of programs to be produced in the studio, such as talk shows, children's programs, "how-to" shows, programs addressing issues of concern to senior citizens, programs featuring local musical talents, informational series on health and nutrition, quiz shows, and so on.

(c) Deposits will be refunded upon completion of all requirements for certification. Deposits will also be refunded if cancellation is made at least 48 hours prior to the start of the first session.

2. Describe the proposed access staff positions and indicate the number of full and part-time staff members who will be employed each year of the license term.

Nashoba will hire the following staff members for access:

Access Coordinator--Reports to the director of community television. Responsible for overseeing all aspects of the community television program, including production, scheduling, and training. Responsible for developing an outreach and publicity program to encourage the widest possible use of community television facilities by all members of the community.

Video Technician--Reports to the access coordinator. Responsible for ensuring that all community television equipment is maintained and repaired as needed, and for maintaining high technical standards in the cablecast of local programming. Assists with training workshops; also acts as technical director for local productions when needed.

As noted earlier in this section, Nashoba may elect to fill the above full time positions with part time staff members working an equivalent amount of time. We have found that local access facilities tend to be heavily booked at some periods and lightly used at other times. Therefore, it could be advantageous to have three or even four persons on hand during busy periods, rather than two persons on hand at both active and non-active times.

C. Organizational Structure and Financial Support

1. Please recommend an organizational structure for access.

Following is an outline of the community television operating procedures which we have used successfully to organize access procedures in our operating systems. We would suggest the adoption of similar procedures for Belmont, and we would modify these procedures as needed in cooperation with the Issuing Authority or its designee.

As stated elsewhere in this proposal, Nashoba offers a firm and serious commitment to community television in Belmont. We intend to back this commitment with the facilities, equipment, and expertise to generate high quality programming on all access and local origination channels.

To facilitate this effort and encourage participation by the greatest possible number of Belmont citizens, Nashoba has designed a comprehensive video training program which is available to any interested eligible party. Our courses are offered free of charge on an ongoing basis.

Any eligible person who has successfully completed one or more of our training courses, or who has demonstrated competency, may receive access to the equipment and facilities to produce programs for cablecast. Eligibility cards will be issued to those who successfully complete the program.

Eligibility

- o All adult residents in Belmont.
- o Any person who is an employee or member of an organization, town department, school, or non-profit service in Belmont.
- o Minors between the ages of 12 and 18, if an adult will accept full responsibility for all equipment issued to the minor.

Equipment and Facilities

- o Studio - two and three camera color production.
- o Portable/mobile equipment.
- o Editing facilities.

Equipment is reserved by phone or in person. Reservations are taken on a first-come, first-served basis. Reservations may be scheduled up to six weeks in advance.

Each item of equipment will be checked out and signed for by the eligible user. Users are responsible for all loss of, or damage to, all equipment while signed out to that user.

Equipment use is limited to 24 hours on weekdays and 72 hours on weekends; longer loan period requests will be considered by Nashoba on a case by case basis.

The Belmont studio will be initially available for use Monday through Friday, 9a.m. to 5p.m. Evening and weekend hours will be available by appointment during the first six months of operation. Once we determine which hours are most appealing to Belmont users, we expect to formulate a regular schedule of weekday, evening, and weekend hours.

Equipment must be checked in and out of Nashoba's office or the community television studio during business hours, between 9a.m. and 5p.m. Monday through Friday, or at other times providing special arrangements are made in advance.

Users are responsible for following sign-out and sign-in procedures, returning equipment in good order, and replacing equipment in designated areas.

Reservations for use of facilities should be made in the same manner as equipment use.

Each production will be assigned a maximum of six 20-minute videocassettes. All videotape remains the property of Nashoba. Videotape will be erased and recycled after cablecast. Producers interested in having copies of their work can keep the videocassettes and reimburse Nashoba with new tape stock.

Nashoba will keep tapes of any production in progress for three weeks. Unless the producer has made special arrangements with Nashoba by that time, those tapes may be erased and recycled.

Cablecasting Procedures

Any eligible person interested in cablecasting his or her program on one of Nashoba's access channels must follow the procedures outlined below.

- o Contact Nashoba's Access Coordinator to obtain an application for channel time.
- o Applications for channel time must be submitted to Nashoba at least two weeks in advance of the desired time slot.
- o Applications will contain the following information:
 - name, address, and phone number of user or user group
 - exact time segment(s) desired for cablecast, and alternative times
 - program format (film, 1/2" or 3/4" videotape)
 - full and complete program description
 - statement that no obscene or indecent material, nor libelous or slanderous material, nor lottery or lottery information is to be cablecast
 - statement that no advertising material is to be cablecast
 - statement that user has obtained all necessary and proper clearances and rights for all material included in the program to be cablecast, including but not limited to music, stock footage and talent.

The user's signature on this application will indicate that he or she is familiar with and agrees to abide by Nashoba's procedures and policies concerning access.

Nashoba shall review all access programming before it is cablecast. Users are required to submit videotapes of programs to Nashoba one week in advance of the scheduled time slot. Nashoba reserves the right not to cablecast any program which does not meet reasonable technical standards, violates content rules, or does not comply with applicable FCC rules and other applicable standards.

All requests for channel time will be processed on a first-come, first-served basis except to the extent necessary to provide channel time to as many different persons as is practical.

Programs may be repeated once during each one-week period as scheduling permits. First-time cablecasting of any program will have scheduling priority over repeats.

Nashoba will make its best effort to regularly schedule ongoing series, provided enough channel time exists.

With regard to proposed live cablecasts, users must submit to Nashoba a detailed summary of the planned coverage, including but not limited to narration, duration of the event to be covered, interviews, and all information regarding location and the exact nature of the event.

Producers submitting their own videotapes to Nashoba for cablecast will be given a receipt for those tapes. It will be the responsibility of the producer to retrieve his or her tapes within two weeks of cablecasting.

User Fees

It is Nashoba's policy to offer the use of equipment and facilities at no cost to eligible users. Nashoba's staff will lend technical and artistic assistance when needed. Nashoba will consult with the Issuing Authority or its designee on any changes in these procedures.

Controversial Issues

It is Nashoba's policy to encourage the use of the community television channels for the free and open discussion of any issue of interest to the community. Subject to the operating procedures outlined above, all citizens are eligible to cablecast statements or programs of this nature.

Further, Nashoba's staff will develop programming such as interview programs, candidates' debates, on-the-street interviews, and similar shows that will encourage lively discussion about local and national issues.

Where appropriate, the Fairness Doctrine and the guidelines established by the Federal Communications Commission for the handling of candidates for public office will be followed.

Introduction

Among the most appealing aspects of the cable television system we propose for Belmont is its potential for adding locally-produced TV shows to the program schedule.

Public access was the use originally conceived of for local cable programming, when it became apparent that this new medium offered sufficient channel capacity to allow for the public's access to an important communications medium. Access was originally mandated by the FCC, and most cable operators have since adopted it as a matter of company policy (with varying degrees of enthusiasm).

Strictly speaking, "access" programming refers to shows produced by local residents using facilities provided by the cable operators. "Local origination" is a term used to describe programs produced by the cable operator's staff. We feel that the best local programming combines the professional and financial resources of the cable company with the creative energy of the community, and we call this cooperative effort "Community Television."

With the wholehearted support of Nashoba Communications, and a healthy amount of interest from Belmont residents, we feel certain that Belmont's community television effort will produce lively, informative, entertaining programs.

FACILITIES, STAFF, AND CHANNEL ALLOCATIONS

Nashoba will provide Belmont with the following resources for community television production:

- o A studio and production equipment with a total value of \$105,000 will be provided for community television programming. Editing facilities and portable production equipment will be included in the studio equipment package. This \$105,000 budget also includes funds for studio renovations.
- o The Belmont Public Schools will receive \$20,000 of the above equipment budget, so that they may upgrade and add equipment to school production facilities. This represents an increase of \$5,000 over our previous application, since we have learned recently that some additional upgrading of school facilities will be needed.

- o Professional staff members will include the equivalent of a full time access coordinator and a full time video technician. Local staff members will provide training, technical assistance, and other support to Belmont producers. (Depending on local needs, a full time post may be handled by two part time people. This arrangement may prove better if the studio is very busy at certain times.
- o A series of training workshops in video production has been designed by Nashoba to instruct interested residents in the fascinating process of television production. This course will be offered on an ongoing basis, free of charge.
- o A total annual budget of \$60,000 will be committed to local programming.
- o An ongoing financial allocation of \$10,000 per year (within the annual budget above) will be designated as a Community Television Fund for the operation of the access program. This commitment will ensure that community programming will be funded for the life of the franchise.
- o A fund of \$5,000 per year will be allocated from the annual budget specifically to the Belmont Public Schools to support the production of school-related programming.

Community Television Channels

Nashoba will provide non-automated access programming with channel capacity reserved on the Residential Network for at least five local channels designated for the following uses: Public Access, Municipal Access, Educational Access, and Leased Access, and local origination programming.

One upstream channel on the basic tier will also be provided for municipal use.

Until such time as there is full-time demand for each access channel for its designated use, all access channel programming may be combined on one access channel. To the extent that unused channel capacity is available, Nashoba may elect to use that capacity to provide Belmont with additional broadcast or non-broadcast services. However, at least one channel will be exclusively dedicated to access programming at all times.

The Public, Educational, and Municipal channels will always be available for non-commercial use appropriate to the particular channel, and such use will be free of charge and on request.

For the access channels, the Issuing Authority (or its designated committee) in consultation with Nashoba will establish rules regarding access programming, including rules prohibiting the presentation of lottery information or obscene or indecent material (modeled after prohibitions found in other FCC rules and regulations); and permitting public inspection of a complete record of names and addresses of all persons or groups requesting access time. Such a record will be retained by Nashoba for a period of two years.

Unused portions of the Public, Educational, and Municipal channels will be available for leased access uses in accordance with applicable federal law.

The rates for leased access may be based on the highest economic value of the channel. To the extent that leased access channel operations take place on access channels other than the Leased Access Channel, they will be undertaken with the express condition that they are subject to displacement if there is a demand to use such access channel for its designated purpose or for use by Nashoba.

Operating rules for access channels are described in this section. We will modify these as necessary in cooperation with the Issuing Authority or its designated representatives.

The local programming services we propose for Belmont have been carefully considered, and represent a substantial but realistic commitment. We would like to stress the fact that money alone will not guarantee program quality. One need only compare the programs produced for public television with big-budget series on the commercial networks to be convinced of this fact. Creativity, enthusiasm, inventiveness, community participation, and support from Nashoba will eventually prove to be of equal or greater value than rooms filled with the latest equipment.

One final comment before we get back to specific proposals: Amidst all the discussions about channel allocations and equipment specifications, we'd like to remind potential Belmont producers and directors that community television is a great deal of fun. It is exciting to watch the many aspects of a production come together into a finished show--and no Movie of the Week can compare to the first time you see yourself, or your son or daughter, on TV.

We hope you will join us in this rewarding effort.

Public Access

The range of programs produced in local cable systems is almost limitless. Entertainment, children's shows, telethons, public affairs forums, candidates' debates, and sporting events are just a few of the types of shows that have been successfully produced for community television. In some cases, popular access programs have moved to broadcast television, and a few are even syndicated nationally, but the primary purpose of community television remains the production of shows of local interest.

As community television develops in Belmont, we hope that a number of individuals will take advantage of our video production training course in order to produce shows of local interest.

Educational Access

Educational programs comprise one of the best-developed and most successful uses of access facilities. Schools provide a ready source of talent, subject material, applications, and enthusiastic student volunteers. Courses in TV production are invariably filled to capacity, and the high quality of local programs produced in schools is impressive.

Those of us at Nashoba who have worked directly in access programming have always been gratified by the appreciative response of students to the availability of production facilities. A TV production provides an outlet for numerous interests, including scripting, camera, lighting, directing, or developing on-camera talent. For those interested in careers in the rapidly-expanding communications field, a local cable system can provide a valuable background.

We plan to implement an internship program so that local students will be able to learn about video production, and possibly receive academic credit for doing so.

Teachers and administrators will find local programming facilities useful for a variety of classroom and extracurricular uses ranging from instruction to staff meetings, teacher evaluation, transmission of videotaped material from one building to another via cable, and many other uses.

Educational Channels for Belmont Schools

Nashoba's proposed cable system will bring Belmont schools a number of new channels useful for educational purposes. Among them are the following:

- o C-SPAN offers live daily coverage of the U.S. House of Representatives, Congressional and Senate hearings, and the "CloseUp" high school government series. Seminars, public affairs conferences, and two live daily call-in shows are additional features of this service.
- o Senate C-SPAN offers coverage of the U.S. Senate.
- o The Learning Channel provides a wide range of adult education and college credit courses, many of which are also of interest to high school students as well as teachers.
- o Cable News Network (CNN) provides 24 hours a day of news coverage.
- o CNN Headline News offers continually updated national and regional news with a six minute local "window" in which Belmont news can be inserted. News features produced by the Belmont schools can be cablecast town-wide as part of this service.
- o The Discovery Channel offers programming similar in content to such magazines as National Geographic, Science, Discover, and High Technology.

Nashoba will provide these services to the schools free of charge. All channels on our Super Basic Service, including the local programming channels, will be included in our school service package.

Children and Television: The Development of Critical Viewing Skills

Much has been said about television's impact on children, and much of what has been said is negative. The influence of concerned groups like Action for Children's Television has resulted in some restrictions on commercials and program content; still, broadcasters provide sufficient amounts of violence and commercials to make parents think twice about increasing their children's involvement with TV.

There's no question that cable brings more television into the home--but it also offers some alternatives to the fare on commercial broadcast TV. Cable provides the educational and informational channels discussed in this section, along with commercial-free entertainment such as the programming on The Disney Channel and Nickelodeon.

In addition, a strong community television program offers children the opportunity to develop critical viewing skills by learning about how TV shows are produced. Young people who participate in writing news scripts or editing documentaries learn first-hand how individual attitudes and opinions influence what we see on television, and this experience teaches them not to watch TV with total, unquestioning acceptance. We think that's a useful lesson.

Municipal Access

Nashoba's proposed cable system offers a wide array of applications for the Belmont town government. A number of these uses have already been proven successful in other communities. Additional uses now under development offer great potential for future applications, and our system is designed with sufficient capacity to incorporate these future uses as they are developed.

The Belmont Access Advisory Committee

Nashoba suggests the establishment of an Access Advisory Committee (AAC) for Belmont. Such a committee would help to ensure that community television remains responsive to Belmont's needs and interests. We would suggest that a member of Nashoba's staff serve as an ex-officio member of this group.

If Belmont decides to institute an Access Advisory Committee or similar group, Nashoba will work with the committee to administer the community programming operation in an efficient, equitable, and productive manner. We propose that the Community Access Operating Procedures outlined in this section be adapted and administered in cooperation with the AAC.

2. Please indicate for each year of the license the amount of money the company will commit to local access and the amount allotted to capital expenditures, staff, and operating expenses.

Throughout the license period, Nashoba will dedicate a total of \$60,000 per year to access activities. This includes a specific commitment of \$10,000 per year to the Belmont Community Television Fund for the purpose of supplementing and supporting the local access efforts and capabilities of Belmont and its citizens. In addition, \$5,000 of the total budget will be allocated for use by the schools. (Note: these amounts are given in constant dollars; however, in reality they will increase with inflation.)

It is proposed that the management of the fund, including the preparation of an annual budget and approval of expenditures, will be undertaken by an Access Advisory Committee, non-profit corporation, or other designee of the Issuing Authority, or by Nashoba in cooperation with the town.

The amounts of money dedicated by Nashoba to the fund are cumulative. That is, if all money set aside for the fund in any given year is not fully exhausted in that year, it may be carried over for use during the succeeding years. However, should any money remain in the fund on the date of termination of the license, such money will be returned to Nashoba to use in any manner it sees fit.

A word about "giveaways"...

As members of the Belmont Cable Advisory Committee are undoubtedly aware, promises of "giveaways" as a means of winning cable franchises have escalated wildly in some cities, to the point where winning companies have later pulled back on promises or raised their rates. Cable operators are learning not to make unrealistic promises in franchising competitions; but there is always a temptation for fiscally hard-pressed communities to view a cable company as a new source of revenue and services.

To some extent, this is a reasonable expectation; Nashoba feels strongly that a cable company should become an active, contributing participant in the communities it serves. A reasonable investment in community television and other services is money well spent, for it provides a valuable service to subscribers. The contribution of facilities, funding and services we have proposed in this application are substantial, but realistic, and are in keeping with the size of the Belmont cable system.

Following is a suggested breakdown of the \$60,000 budget. Nashoba will make revisions in this plan as needed in cooperation with the Issuing Authority or its designee.

Salaries and Benefits	\$35,000
Community Television Fund	\$10,000
*Equipment Upgrading and Maintenance	\$ 5,000
Belmont Public Schools	\$ 5,000
**Other Operating Expenses	\$ 5,000

*For purposes of this suggested breakdown, we have shown \$5,000 per year as an equipment upgrading and maintenance budget. In reality, this amount will most likely be lower in early years (when equipment is new) and higher in later years. Portions of the school and community television budgets may also be used to purchase new equipment.

**May include rental of special equipment, hiring part-time staff if needed for special projects, secretarial/clerical support, miscellaneous supplies, set materials, etc.

3. Please indicate the percentage of the amounts given in the applicant's response to question 2 above, that would be provided to a nonprofit access group if one is established by the town.

As noted in 2. above, this amount is \$10,000 per year, which is in addition to the \$5,000 allocated to the Belmont Public Schools. Nonetheless, it may prove advantageous to the town to have the entire budget administered through Nashoba in cooperation with the Issuing Authority or its designated representative. Such a plan would avoid overlapping expenditures, and would utilize Nashoba's existing staff, office space and other support systems rather than requiring a local committee to pay for office space, typewriters and so forth out of its production budget.

E. Leased Access

1. Please describe the leased access channel policies that will be in effect.
2. Please describe the rates that will be charged for leased access.

Leased Access Policy

Nashoba will designate one channel on the Belmont cable system as the Leased Access Channel. In addition, Nashoba will provide unused channel capacity for leased access cablecasting to any person, group, organization, or entity filing an appropriate request therefor in accordance with applicable federal law. Nashoba's Leased Access rules follow in this section.

The charges for leased access time will be \$75 per half hour, although we reserve the right to offer discounts. These rates are for channel use only; use of production equipment, facilities, or staff will be at an additional charge to be determined based on a rate card similar to the one included in this section.

Rates for leased access channel space may be based upon the highest economic value of the channel. Nashoba reserves the right to change leased access rates on 30 days' notice. Leased access users will have to meet several requirements for the protection of the community and the company. We will not permit the cablecast of any programs regarding lotteries, obscene material, and any other material prohibited by law. It is not our wish to censor any locally-produced programs; however, we believe it would be in the best interests of all parties concerned to develop additional controls if it is deemed necessary by the Issuing Authority or its designee.

Nashoba will not permit the cablecast of programming which would, in our opinion, damage Nashoba's business, reputation, or standing in the community. All applicable technical standards, including those relative to non-interference, must be adhered to by leased access users.

Nashoba will keep records of all uses of leased channel facilities, including the user, hours of use, channel(s) used, and types of programming cablecast using these facilities. The records will be available to the Issuing Authority and the public.

Rules Governing Leased Access

The following rules shall apply to the availability of, and access to, Nashoba's leased access channel in Belmont.

a. The user shall permit Nashoba to preview the program it wishes to present on the leased access channel so that a determination may be made as to whether the cablecasting of any such program will subject Nashoba to liability under applicable law. Nashoba's determination may be subject to judicial review if the user chooses to assert such a legal challenge. If Nashoba determines that any program, or part thereof, is objectionable in that it will subject it to liability, the user shall be given an opportunity to revise the program so as to delete the objectional portion. Nashoba is not required to transmit the program.

b. The user shall submit to Nashoba any application for channel time at least three weeks in advance of the requested time.

- c. Every application shall contain the following information:
- o name, address and telephone number of the individual or organization making the request and, if an organization, the names of the principal officers
 - o description of the program and a statement as to whether any commercial material will be included in it

- o requested date and hour of use and alternate timeslot, if any
- o length of program
- o method by which the program is to be presented (on tape or live)
- o a statement as to whether any copyrighted material will be included in the program
- o a list of individuals (with age indicated if a person is a minor) who will appear regularly on the program

d. No person under eighteen (18) years of age shall be permitted use of leased access unless accompanied by an adult, who shall assume all legal responsibility for the program and the actions of the minor and shall be responsible for obtaining whatever authorizations may be required for the lawful appearance of such minor(s).

e. At least ten (10) days prior to the date on which the program is to be carried on the leased access channel, the applicant must:

- o read, execute, and file with Nashoba its leased access channel contract, in which Nashoba may specify reasonable technical standards
- o where music is included, furnish to Nashoba the title of the music, if any; the name of the composer(s); the licensing agent for performance rights; and appropriate documents authorizing the use of the material on the program
- o where a minor is to appear, all necessary permits and/or other authorizations necessary for the lawful appearance of said minor.

Producers will be expected to provide new programming each and every week.

f. No brokering will be permitted and time allocations shall be non-assignable.

g. Users and persons appearing on Nashoba's leased access channel are cautioned that Nashoba is not liable for any agency fees or commissions of any kind unless Nashoba has expressly agreed thereto in writing.

h. To assure maximum opportunity for freedom of expression by members of the public, programming on the leased access channel shall be free from any control by Nashoba as to program content, except as is required to protect Nashoba from liability under applicable law.

i. The rule of decision in all schedule conflicts will be that which provides the greatest diversity of expression.

j. Time will be made available on a first-come, first-served basis except to the extent necessary to provide channel time to as many different persons as is practical.

k. Nashoba may require users of its leased access channel to provide it with all information needed to enable it to comply with applicable rules and regulations of governmental regulatory bodies of competent jurisdiction and Nashoba may require users themselves to comply with such rules and regulations.

l. Nashoba shall publicly post a list of any production facilities and organizations known to Nashoba which might be of financial and technical assistance to the user.

m. Nashoba shall publicly post a notice giving its address, and stating that it welcomes comments concerning the operation of these rules, including the facts of any dispute with Nashoba concerning these rules.

n. Failure to comply with the aforesaid rules shall subject the user to cancellation of all future reservations of Nashoba's leased access channel time for a two-month period.

o. Nashoba shall make available to all users who request technical assistance the advisory services of a qualified person experienced in television production. Such advisory services shall be provided at Nashoba's premises and during regular business hours.

A. Broadcast Channels

1. List all broadcast television signals currently received in the proposed service area.

<u>Off Air Channel</u>	<u>Call Letters</u>	<u>Network Affiliation</u>	<u>Type Signal</u>	<u>Contour</u>	<u>FCC Signif. Viewed</u>
2	WGBH	PBS	VHF	A	No
4	WBZ	NBC	VHF	A	Yes
5	WCVB	ABC	VHF	A	Yes
6	WLNE	CBS	VHF	B	No
7	WNEV	CBS	VHF	A	Yes
9	WMUR	ABC	VHF	A	No
10	WJAR	NBC	VHF	A	No
11	WENH	PBS	VHF	B	No
12	WPRI	ABC	VHF	A	No
25	WFXT	IND	UHF	A	No
27	WHLL	IND	UHF	A	No
38	WSBK	IND	UHF	A	Yes
44	WGBX	PBS	UHF	A	No
50	WNDS	IND	UHF	B	No
56	WLVI	IND	UHF	A	Yes
66	WHSB	IND	UHF	A	Yes
68	WQTV	IND	UHF	A	No

2. List the local broadcast channels that will be provided.

<u>Cable Channel</u>	<u>Off-Air Channel</u>	<u>Call Letters</u>	<u>Network Affiliation</u>	<u>City of License</u>	<u>Activation Date</u>
32	2	WGBH	PBS	Boston	System activation
34	4	WBZ	NBC	Boston	System activation
35	5	WCVB	ABC	Boston	System activation
37	7	WNEV	CBS	Boston	System activation
29	9	WMUR	ABC	Manchester	System activation
11	11	WENH	PBS	Durham	System activation
25	25	WFXT	IND	Boston	System activation
27	27	WHLL	IND	Worcester	System activation
38	38	WSBK	IND	Boston	System activation
10	44	WGBX	PBS	Boston	System activation
26	56	WLVI	IND	Cambridge	System activation
5	66	WHSB	IND	Framingham	System activation
28	68	WQTV	IND	Boston	System activation

3. List the imported broadcast channels that will be provided.

<u>Cable Channel</u>	<u>Call Letters</u>	<u>Network Affiliation</u>	<u>City of License</u>	<u>Method of Importation</u>	<u>Programming Hours/Day</u>
49	WTBS (17)	IND	Atlanta	Satellite	24
50	WOR (9)	IND	New York	Satellite	24

Both the above channels will be activated upon system activation.

Summary of
Proposed Broadcast Signal Carriage

<u>Call Letters</u>	<u>City/State</u>	<u>Method of Reception*</u>	<u>TV</u>	<u>Radio FM**or AM</u>
2-WGBH	Boston, MA	0	X	
4-WBZ	Boston, MA	0	X	
5-WCVB	Boston, MA	0	X	
7-WNEV	Boston, MA	0	X	
9-WOR	New York, NY	ES	X	
9-WMUR	Manchester, NH	0	X	
17-WTBS	Atlanta, GA	ES	X	
25-WPXT	Boston, MA	0	X	
27-WHLL	Worcester, MA	0	X	
38-WSBK	Boston, MA	0	X	
44-WGBX	Boston, MA	0	X	
56-WLVI	Cambridge, MA	0	X	
66-WHSH	Framingham, MA	0	X	
68-WGTV	Boston, MA	0	X	
89.7-WGBH	Boston, MA	0		X
90.9-WBUR	Boston, MA	0		X
90.5-WICN	Worcester, MA	0		X
91.5-WJUL	Lowell, MA	0		X
92.9-WBOS	Brookline, MA	0		X
94.5-WZOU	Boston, MA	0		X
93.7-WCGY	Lawrence, MA	0		X
95.3-WHRB	Waltham, MA	0		X
95.7-WZID	Manchester, NH	0		X
96.9-WJIB	Boston, MA	0		X
96.1-WSRS	Worcester, MA	0		X
98.5-WROR	Boston, MA	0		X
99.5-WSSH	Lowell, MA	0		X
100.7-WZLX	Boston, MA	0		X
101.1-WGIR	Manchester, NH	0		X
101.7-WFNX	Boston, MA	0		X
SAT-WFMT	Chicago, IL	ES		X
102.5-WCRB	Waltham, MA	0		X
103.3-WMRQ	Boston, MA	0		X
104.1-WBCN	Boston, MA	0		X
104.5-WXLO	Fitchburg, MA	0		X
105.7-WVBF	Framingham, MA	0		X
106.3-WOTW	Nashua, NH	0		X
106.7-WMJX	Boston, MA	0		X
107.3-WAAF	Worcester, MA	0		X
107.9-WXKS	Medford, MA	0		X

Method of Reception

0--Off-the-Air

ES--Satellite Earth Receive Station

B. Satellite-Delivered Channels

1. List the non-automated Satellite Video Channels that will be provided.

<u>Cable Channel</u>	<u>Service</u>	<u>Satellite</u>	<u>Programming Hours/Day</u>	<u>Dedicated Channels</u>	<u>Composite Channels</u>	<u>Activation Date</u>
13	Inspirational Channel	Galaxy I	18		1	"
13	EWTN	Galaxy III	6	1		"
47	Nickelodeon	Galaxy III	24	1		"
06	C-SPAN	Galaxy III	24	1		"
12	The Learning Channel	Satcom III-R	24	1		"
39	Cable News Network	Galaxy I	24	1		"
4	Home Shopping Network	Stacom III-R	24	1		"
31	The Weather Channel	Galaxy III	24	1		"
23	Home Box Office	Galaxy I	24	1		"
21	N.E. Sports Network	Satcom IV	varied	1		"
29	Am. Movie Classics	Satcom III	varied	1		"
22	The Disney Channel	Galaxy I	16	1		"
17	The Movie Channel	Galaxy I	24	1		"
24	Cinemax	Galaxy I	24	1		"
19	Bravo	Satcom III	varied	1		"
20	SportsChannel	Satcom IV	varied	1		"
16	Showtime	Galaxy I	24	1		"
18	Playboy	Satcom IV	varied	1		"
43	CNBC	Satcom III	24	1		"

<u>Cable Channel</u>	<u>Service</u>	<u>Satellite</u>	<u>Programming Hours/Day</u>	<u>Dedicated Channels</u>	<u>Composite Channels</u>	<u>Activation Date</u>
53	The Nashville Network	Galaxy I	18	1		"
51	MTV	Galaxy III	24	1		"
42	Lifetime	Galaxy III	24	1		"
45	Arts & Entertainment	Galaxy I	24	1		"
36	USA Network	Galaxy I	24	1		"
33	ESPN	Galaxy I	24	1		"
48	CNN II Headline News	Galaxy I	24	1		"
44	CBN Family Channel	Galaxy I	24	1		"
52	VH-1	Galaxy III	24	1		"
41	Discovery Channel	Galaxy I	18	1		"
46	Financial News Network/ Score	Satcom III-R	24	1		"
02	Prevue Guide	Satcom F IV	24	1		"
3	QVC Network	Satcom III	24	1		"
07	Senate C-SPAN	Galaxy III	24	1		"
30	Turner Network TV.	Satcom III	24	1		"
15	Pay-per-View	TBA	as needed	1		"

2. Please list the Automated Satellite Video Channels that will be provided.

Cable Channel Service	Satellite	Programming Hours/Day	Dedicated Channels	Composite Channels	Active Date
-----------------------	-----------	-----------------------	--------------------	--------------------	-------------

N/A

3. List system originated programming (includes programming locally produced, purchased, leased or obtained from other sources, excluding access.

<u>Cable Channel</u>	<u>Service</u>	<u>Source</u>	<u>Programming Hours/Day</u>	<u>Dedicated Channels</u>	<u>Composite Channels</u>
8	Community Bulletin Board	char. gen.	24	1	1
12	Local Origination	local	as needed	1	1

Initially, we will combine locally originated programming as follows: Community Bulletin Board and Access Programming (including Belmont meetings) on one channel; Local Origination (community television) programming on a second channel. These channels will be activated at system activation. Additional channels will be reserved and will be activated as needed.

F. Summary of Channels by Tier

1. Please list the cable channels and services that will be provided by tier of service.

<u>Cable Channel</u>	<u>Economy Basic</u>
32	Channel 2, WGBH, Boston
34	Channel 4, WBZ, Boston
35	Channel 5, WCVB, Boston
37	Channel 7, WNEV, Boston
9	Channel 9, WMUR, Manchester, NY
11	Channel 11, WENH, Durham, NH
25	Channel 25, WFXT, Boston
27	Channel 27, WHLL, Worcester
38	Channel 38, WSBK, Boston
56	Channel 44, WGBX, Boston
26	Channel 56, WLVI, Cambridge
05	Channel 66, WSHH, Framingham
28	Channel 68, WQTV, Boston
67	Municipal Access Channel
08	Community Access Channel
12	Local Origination Channel
68	Educational Access Channel
69	Leased Access Channel
08	Time/Temperature/Community Bulletin Board
40	Classified Channel

Cable ChannelSuper Basic (includes all Economy Basic channels, plus

49	WTBS, Atlanta, GA
50	WOR, New York, NY
02	Prevue Guide
03	QVC Network
31	Weather Channel
06	C-SPAN
07	Senate C-SPAN
39	Cable News Network
13	Inspirational Channel/EWTN
14	The Learning Channel
41	The Discovery Channel
53	Nashville Network
51	MTV
42	Lifetime
45	Arts and Entertainment
47	Nickelodeon
36	USA Network
33	ESPN
48	CNN Headline News
44	The Family Channel
46	Financial News Network/Score
52	Video Hits-1
43	Consumer News and Business Channel
30	Turner Network Television
29	American Movie Classics
15	Pay-Per-View (future)

Cable ChannelsPremium Services

23	Home Box Office
24	Cinemax
22	The Disney Channel
16	Showtime
19	Bravo
20	SportsChannel
21	New England Sports Network
17	The Movie Channel
18	The Playboy Channel

2. Please describe any additional service features (e.g., parental control services and hearing impaired services).

The Jerrold Starcom VI converter which we propose to use in Belmont is available with a parental discretion lockout device. This feature is offered at no additional charge to subscribers. This device enables subscribers to lock out any programming at their discretion.

Nashoba will make closed captioning decoders available at cost to hearing impaired subscribers. ABC, NBC and PBS offer closed captioned programming, as do a number of satellite programming services.

Cable Channel

Super Basic (includes all Economy Basic channels, plus

41	The Discovery Channel
43	Nashville Network
51	MTV
42	Lifetime
45	Arts and Entertainment
47	Nickelodeon
36	USA Network
33	ESPN
48	CNN Headline News
44	Christian Broadcasting Network
46	Financial News Network/Score
52	Video Hits-1
17	Pay-Per-View (future)

Cable Channels

Premium Services

23	Home Box Office
24	Cinemax
13	The Disney Channel
11	Showtime
22	Bravo
21	American Movie Classics
20	SportsChannel
19	New England Sports Network
12	The Movie Channel
18	The Playboy Channel

2. Please describe any additional service features (e.g., parental control services and hearing impaired services).

The Jerrold Starcom VI converter which we propose to use in Belmont is available with a parental discretion lockout device. This feature is offered at no additional charge to subscribers. This device enables subscribers to lock out any programming at their discretion.

Nashoba will make closed captioning decoders available at cost to hearing impaired subscribers. ABC, NBC and PBS offer closed captioned programming, as do a number of satellite programming services.

