

Going Strong For 30 Years!

**ANNUAL
REPORT
2014**

THE COMMUNITY AT YOUR FINGERTIPS

Foxboro Cable Access, Inc. (FCA) is a non-profit organization established in 1982 as part of the License Agreement between the Town of Foxborough and Cablevision Industries, the franchise operator at the time. The License Agreement gave FCA the authority to establish rules for the use of the facilities, equipment, and channels provided by the cable franchise companies, now Comcast Corporation and Verizon. All cable subscribers in Foxboro are included as voting members of the Foxboro Cable Access corporation.

The corporation is managed by a nine member volunteer Board of Directors. Seven members are elected by the membership, while two are appointed by the Board of Selectmen. The Board operates under the Foxboro Cable Access Corporate Bylaws, revised in January,

1996. A copy of the by-laws is kept on file at the FCA Office at 28 Central Street in Foxborough.

The Board elects officers and the President appoints the operating positions of Technical Advisor, School Liaison and the staff positions for office and operations. Other associate positions are created, as required, to help manage the operation.

The video equipment and facilities provided for public access television are used by trained individuals from the Foxboro community. Acting independently as volunteers, they produce programs of their choice which are cablecast in the community on the local public access channels, 8, 12 and 22 for Comcast subscribers, and on channels 39, 37 and 38 for Verizon subscribers.

2014 FCA BOARD OF DIRECTORS

	Term Expires
PAUL BECK	2015
MATT SHEA	2015
DIANE MONAHAN	2015
ROBERT LOMUS	2015
PAUL GODIN	2014
ROBERT HICKEY, JR.	2014
TIM ZERRIP	2014
MARGARET CHAISSON *	2016
LYNDA WALSH *	2016

*Appointed by Selectmen

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Foxboro, Massachusetts 02035

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Website: www.fcatv.org
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Twitter: fcatv

Corporate Officers:

<i>Chairman</i>	Paul Beck
<i>Treasurer</i>	Robert Hickey, Jr.
<i>Clerk</i>	Margaret Chaisson

Operations:

<i>President</i>	Paul Beck
<i>Vice President</i>	Paul Godin
<i>Technical Advisor</i>	Paul Beck
<i>School Liaison</i>	

Staff:

<i>Executive Director</i>	Michael Webber
<i>Administrative Assistant</i>	Margaret Nash
<i>Master Control Technician</i>	Lauren Bitar
<i>Engineer-in-Charge</i>	Mike Everson
<i>Receptionist</i>	Janet Gavin

<i>Gov't Mtg. Crew</i>	Frank MacDow
	Lauren Bitar
	Mike Everson

<i>Production Assistants</i>	Jess Todd
	Jillian Larson

<i>Photos:</i>	Michael Webber
	Margaret Nash
	Deb Wendell
	Paul Godin
	Jillian Larson
	Lauren Bitar



FCA MISSION STATEMENT

Foxboro Cable Access, Inc. is a non-profit corporation created by the Board of Selectmen and funded by Cablevision Industries, Inc. through a license agreement with the Town of Foxboro. We are organized to provide and actively promote public local cable channels for interested Foxboro residents who want to produce and/or cablecast video programming of local interest. We are a group of dedicated individuals committed to providing the equipment, resources, and the environment needed to encourage local cable access.

To this end, we provide training for the youth and adults in the community, studio and editing facilities in multiple locations, and live and taped access on local cable channels for information and local programming. We actively promote FCA to provide understanding of what FCA is, how it can individually and collectively benefit the community, and to encourage its use within the entire community of Foxboro.

FCA Board of Directors
June 9, 1994

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PRESIDENT'S REPORT

Dear FCA Community Volunteers and devoted Staff,

The past year 2014 has been a special year for success and accomplishment for the entire FCA Community. Presently, we are only a few weeks into 2015, and it is already clear that the coming year will bring more wonderful local programming and fun for the entire FCA Community.

As always, we remain thankful to our two municipally-contracted Cable Service providers, Comcast and Verizon, for their support and service in this past year.

FCA is pursuing the possibility of originating local programming in full High Definition, and will be approaching the Cable Service Providers to explore ways that FCA programming or special content could be cablecast locally in High Definition. Things do look very exciting for FCA as we forge ahead with our plans to provide the highest quality content delivery system that is possible in Foxborough. To further this objective, we developed our second *Hi-Def* Field Production System which has been successfully deployed at several events in the first weeks of 2015. The production quality is spectacular, and the ease with which the portable system can be deployed is fantastic. Through the exceptional talents of our Executive Director Michael Webber, this High Definition portable system can achieve simultaneous standard definition telecasting over the existing two cable TV systems, plus full 1080i High Definition transmission over the FCA Web-Based Internet Service, direct-to-home for viewing on a computer or tablet.

The ability for FCA to telecast special events and sporting programs live on the various PEG channels and to also **web-stream** them in real time to virtually any destination on the globe is simply fantastic, and puts us among the most effective leaders in local public access television. What a marvelous tool



this will be for our extended Foxborough Community.

The long list of the accomplishments by so MANY individual Foxboro Cable Access volunteers would fill

this booklet, but space does not permit naming each of them. A special mention of deep appreciation to Deb Wendell for her herculean efforts in the digitizing so much of important past programming and organizing the FCA Tape Library. It has been a massive task and Deb has done a superb job.

I want to recognize Neil Kaiser for his commitment to documenting local Veterans' Oral History for our community and the U.S. Library of Congress, and also for the variety of interesting programming he produces.

Another "Hats Off" to Deb Storrs for tackling the myriad of challenges involved in producing a cooking show ... especially since we have no stove!

RIGHT: Overhead camera in Studio K enhances production value of "Let's Cook."



A special thank you also goes to all the other Volunteer Producers for the wide variety of great local programs they have produced. We thank each of them, most sincerely for their time, talent and creative output.

PRESIDENT'S REPORT

It is with a tremendous sense of pride that I convey my personal appreciation to FCA Executive Director Michael Webber, Administrative Assistant Margaret Nash, Master Control Technician Lauren Bitar, Receptionist Janet Gavin and Remote Location Production Supervisor/EIC Mike Everson for their kindness, abundant skills and positive approach to FCA's Mission and importance to the community, I cannot imagine how we would have managed throughout 2014 without their talents and dedication. A sincere **WELL DONE** and **THANK YOU** to each of them.

Finally, a heartfelt congratulations to the sitting Board of Directors of Foxboro Cable Access for their ongoing dedication, combined wisdom, great common sense and sincere commitment to high-quality programming and procedures at FCA. No president could hope for a more dedicated and sincere team of advisors, and no town in America has a better local Community Access Television Production operation and volunteer-base than does Foxborough, Massachusetts.

Best wishes to you all for a prosperous and productive 2015, and please do visit our wonderful Studio Complex at 28 Central Street in Downtown Foxborough.

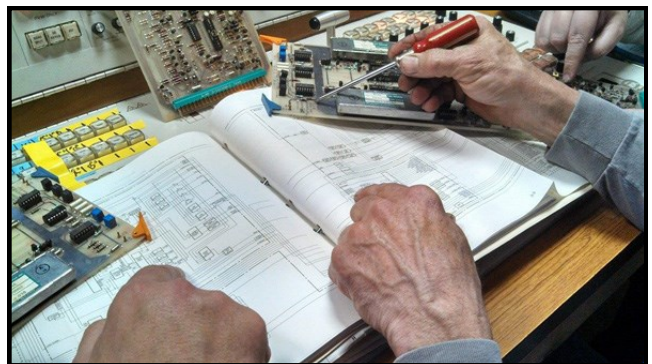
Most sincerely yours,

Paul R. Beck
President and Chairman
Foxboro Cable Access, Inc.



ABOVE: FCA has always sought out ways to increase community awareness of our mission and programming. Our new location on Central Street presented a great opportunity to further these objectives and three of the donated large screen monitors, one for each PEG channel, were installed facing the large glass front window to display programming around the clock. We have had lots of positive feedback from town residents and volunteers who enjoy viewing as they drive or walk by the building. In 2014, three brand new 50" monitors were installed and should provide better service for years to come.

BELOW: All hands on deck in the Tech Shop! Using a 30 year-old service manual and good old-fashioned ingenuity, a tiny electronic component on a malfunctioning circuit board is isolated and replaced.



EXECUTIVE DIRECTOR'S REPORT

Dear Friends,

A lot has happened at Foxboro Cable Access in 2014. Thanks to a supportive and engaged community, residents continue to value local community media and more importantly, *ENGAGE*.

We live in a data-driven society and while hours of programming, equipment usage, and other data help shed light on how ACTIVE our studio has been in the past year, data is not the only measurement.

PEG (Public— Educational—Government) Access stations are not driven by ratings, advertising, or other commercial interest. We offer residents the opportunity to create content, share ideas, and cover community events of their choosing. We also provide the opportunity for personal growth and development of new skills. The real impact—the success—for us is the conversations we initiate, the video keepsakes, the information shared.

"Did you see the meeting last night?" I hear this phrase all the time and it's usually followed by a conversation around some community issue. We hear all the time about parents or grandparents who were unable to make it to a child's music concert or sporting event and appreciate the professional coverage on local cable. Our website extends the impact with LIVE on demand streaming video.

The town history is shared and *DOCUMENTED* on video each month by the *Foxborough Historical Society* and *The Foxborough Historical Commission*. The information presented on *Foxborough Central* highlights topics, events and people in our community and our new Town Manager has begun to tape *"Meet Bill Keegan"* to focus on the workings of town government. *"Your Scene, Your Center"* continues to feature discussions and events of special interest to our senior citizens. From Sharing recipes and techniques on *"Let's Cook"* to meeting the student athletes on *"Sports Talk"* or watching a painting develop on *"Artistic Flair,"* FCA's program lineup includes something for everyone ... even the die-hard fans of vintage horror films who watch *"FCA Movie Vault!"*



The many impacts of our work have been compounded over the past thirty-one years. Thanks to community volunteers, FCA has now accumulated an incredible historical archive of town history on video. One of our goals over the past few years

has been to preserve that collection. In this report you will read about the great progress made towards this goal in 2014.

Using capital funding provided for us in the town's license agreements with Comcast and Verizon, we invested in major equipment upgrades and performed routine maintenance and numerous repairs on our production equipment to keep it in good working order.

We installed a new cablecast console in the Boyden Library Community Room, featuring four robotic cameras — our first step up to high-definition — and associated switcher and recording equipment.

Around the studio a new teleprompter system was installed in Control Room A and iMac computers were purchased to support editing activities. A 26 terabyte network area storage (NAS) device was added to Master Control to help manage the growing demand for video-data storage. By the end of the year the NAS was already 65% full.



FCA volunteers were on hand in September as the new turf field at Foxborough High School was dedicated as the "Sam Berns Memorial Field."

EXECUTIVE DIRECTOR'S REPORT

In an ongoing effort to maintain a high level of safety, we purchased two automated external defibrillator (AED) units for the studio and mobile studio and arranged CPR/AED certification classes for staff, board, and other key personnel.

The summer was filled with a variety of projects including minor equipment upgrades and maintenance to Studio A, Control Room A, FHS TV Center, the School Committee Console, and the FCA Mobile Unit. Virtually all production areas were improved. One significant project was the reorganization of shelving in the basement to accommodate the technical repair shop and the many items of donated parts & equipment that allow us to service the satellite production consoles located in churches and schools around town.

Another highlight of the year was our participation in the School-to-Career partnership with Foxborough High School. Senior Jess Todd submitted a Senior Project proposal to work at FCA to further his interest in a career in Sports Announcing. He developed a show concept and template that can be passed along to future students. His work in that capacity led to a part time staff position over the summer months working on special projects and assistance to volunteers in the Editing Lab. FCA also offered financial support to publish the high school newspaper, *The Warrior Word*.

The FCA Board of Directors spent time reviewing and updating the organization's capital plan and discussed long-range goals for the organization.

One big component of the capital plan is a new playback system. After reviewing numerous options, we selected Tightrope to replace our existing playback system. The equipment is on order and scheduled for installation in early 2015. This is a very exciting project, although it will also be challenging. Once the system is up and running, it will improve reliability, provide continuity between programming and bulletin board, and allow an overall better air presentation to the community. This is one of our big projects for 2015 and will take several months of training before all of its features are fully implemented.

Demands on equipment resources and channel time continue to be strong and we make every effort to adjust as necessary to meet the requests. The **CAN-DO SPIRIT** is alive and well. If you have an idea, the FCA community will help you make it happen!

We look forward to all that 2015 has to offer as we continue the tradition of quality community media through an engaged community of volunteers.

Most sincerely yours,

Michael Webber

Executive Director

Foxboro Cable Access, Inc.



Longtime volunteer Barbara D'Entremont was working on her annual "Swim Dancers" program this summer and took advantage of our new Production Assistant. *"It was really nice having Jess around the editing lab. He is very knowledgeable ... and was calm and supportive of each person's unique needs."*

PRODUCTION

Production is the active process of creation, the step in the TV production process that usually involves large crews, technology, and challenges. This is also sometimes the most rewarding part of the process by bringing folks together and working as a team towards a common goal. Our goal as an organization is to provide an atmosphere, along with equipment and resources to help ensure success. We encourage all program ideas, regardless of the complexity or other issues. Volunteer producers took on a number of challenges in 2014 and FCA worked to support those efforts through maintaining equipment, upgrading when possible, and anticipating future needs



TOP OF PAGE: Warriors get major billing at Gillette Stadium, **ABOVE:** The crew included a full range of volunteers from novice to professionally skilled. **RIGHT:** Parents served as announcers and had the pleasure of overlooking the full field while announcing their child's game.



On September 22nd we were hit with the unique challenge of covering both Varsity Boys and Girls Soccer at Gillette Stadium. Utilizing our Mobile Unit was not an option, so we quickly devised a solution that took advantage of our newly acquired HD flypack and camcorders. Storage cases were purchased to assist with transporting all the gear through the stadium on rolling carts. The entire control room was set up on a folding table in the open air concourse. Cables were run out to five different camera angles. One of which was a large 70x SD camera, up converted to HD-SDI.

The entire production was a proof of concept and confirmation that we have the ability to be light and nimble when necessary. The success was possible



thanks to the cooperation from Revolution Soccer officials, FCA volunteers, and some strategic equipment purchases.

2014 CAPITAL PROJECTS

Once our capital equipment plan was revised, the FCA Board of Directors targeted several projects for quick launch.

Government Meetings

A major part of our government programming is live meeting coverage of the Board of Selectmen and School Committee. Thanks to the efforts of our dedicated staff, meetings are not only broadcast live, but also processed and posted to our website and channel within days for repeat viewings. Residents have come to rely on this service to stay informed and engaged with town affairs.

Due to mold, repeated flooding, and limited space in the basement area of Town Hall, the Andy Gala Meeting room was repurposed in 2014. The room is now used for office space, Selectmen Meetings were relocated to the High School.

FCA made some improvements to the School Committee cablecast console to better accommodate the Selectmen as well. A fourth camera was installed, audio improvements, and a tapeless media recorder. This dual-use setup worked well throughout the year. In December the graphics computer failed and a new system was purchased, along with a new switcher. The new graphics uses PowerPoint, allowing for more advanced graphics options than before. In 2015 the new switcher will be fully installed along with some additional improvements.

PRODUCTION

Boyden Library

In collaboration with the Boyden Library, this year we installed a four camera high definition recording setup in the new Community Room. The library administration provided a control room for us adjacent to the meeting room and access to permanently install cameras in the ceiling.

The system was designed to be compact and portable, in order to leverage the equipment investment for quick deployment on other portable productions if needed. This was our second big step into a multi-year high definition upgrade, following our camcorder purchase last year. This new equipment was used to capture more than a half dozen events at Boyden and another half dozen out in the field, including music, government meetings, and sporting events.

In 2015 we are planning to purchase a new switcher for the Boyden Community Room that will reduce scheduling conflicts and keep the system in-place throughout the year. The new system will be connected to the town fiber optic network, allowing for live cablecast over the community channels.

ABOVE RIGHT: This “GoPro” miniature camera has full panoramic features plus the ability to capture pictures in very small spaces, such as this detailed model of Foxborough Common with its surrounding historic buildings at the turn of the century. **RIGHT:** The new ??? Switcher deployed at the FHS Varsity Hockey Game. **BELOW:** As components for the temporary Basketball Production Center arrived, an assembly and testing station was set up in the conference room to be sure everything worked together as planned before it was installed in the FHS gymnasium space.

Specialty Equipment and Upgrades

The “flypack” concept has proved to be more useful than we even intended. Its versatility is enhanced with the addition of various new technologies, such as the “Go Pro” mini panoramic camera, or ??? Replay switcher. Because the basic design allows pieces of equipment to be added or removed easily, a producer can tailor the package their exact needs and achieve a higher production value for the program.



Mobile Unit

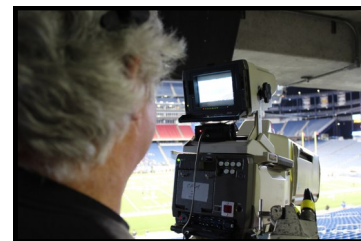
The Mobile Unit required a number of maintenance efforts during 2014. Aging technology has proven to be a challenge. Our Complex camera communication system is failing. Paul Beck has spent many hours keeping the system working, but more effort is needed. Complex Corp. is no longer in business and alternative options to replace the system is very expensive, requiring a full truck upgrade to HD. A new tapeless recording device was installed in the truck to streamline post-production. Thanks to dedicated volunteers who work with the truck frequently, equipment is handled with care and issues are normally addressed quickly. A major upgrade to the Mobile Unit is in the planning stages and is expected to begin in 2015.



PRODUCTION

Our 2014 Accomplishments

- Updated Long Range Capital Plan
- Installed New Teleprompter System in Studio A
- Upgraded School Committee Cable Cast Console
- Refurbished FHS Video Class Control Room/Studio
- Installed New Four Camera Cablecast Console in Boyden Library Community Room
- Continued Support of The Boyden Museum Pass Program
- Continued Support of The Ahern Broadcasting Club
- Awarded \$1K FCA Scholarship
- Researched New Playback & Bulletin Board System and Placed Order
- Received Various Equipment Donations
- Completed Shelving Improvements in Basement Storage Area
- Upgraded Numerous Website Features & Security Enhancements
- Continued Emergency Messaging & Cancellation Notices
- Installed Life Saving Automated External Defibrillator (AEDs) & Trained Staff and Key Volunteers
- Completed Numerous Summer Projects & Maintenance to Improve Production Areas
- Developed & Deployed High Definition Flypack Setup in FHS Gym for Basketball Coverage
- Purchased High Definition, Eight Channel Replay System
- Installed HD/SD Media Recorders in All Production Areas for Tapeless Workflow
- Launched Multiple New Studio Shows
- Developed Prototype System for Digital Archiving - Founders Day Parades, Historical Society Programs, and Music Concerts
- Tape Library Reorganization Project Initiated
- Developed Instruction Sheets for Video Transfers in Various Formats & Other Standard Operating Procedures



PRODUCTION

Special thanks to these volunteers who have kept FCA going strong all year long!

volunteer *adj.*

to offer or give of one's own free will

- Webster's New World Dictionary



PRODUCERS

Jack Authelet
Paul Beck
Bethany Congregational
Lauren Bitar
Pamela Bridges
Chris Brolin
Burrell Elementary School
Laura Canfield
Margaret Chaisson
Mike Everson
Igo Elementary School
Paul Godin
Bob Hickey
Michael Johns
Neil Kaiser
Bill Keegan
Paul Ladd
Vicki Lowe
Ruth Mackie
Melissa Maling
Jen Morrison
Matt Shea
Deb Storrs

pro-du-cer *n.* 1. one who is generally responsible for a film or play 2. one who brings something into existence.

- Oxford English Dictionary

Shannon Sylvia
St. Mary's Catholic Church
Maura Sweeney
Dave Udden
Union Church of S. Foxboro
Foxborough Board of Selectmen
Foxborough Recreation Dept.
Foxborough School Committee
Foxborough Senior Center

crew *n.* a group of people working together.

- Webster's New World Dictionary

CREW VOLUNTEERS

Carl Anderson
Chris Anderson
Britany Anderson
Paul Beck
Lauren Bitar
Rob Benenato
Paula Bishop
Pamela Bridges
Judi Briggs
Kurt Buckner
Jackie Buckner
Dan Burns
Jim Callahan
Hillary Carlson
Faith Cercone
Margaret Chaisson
Mariann Cronin
Karen Curran
Dotti D'Ambra
Sue Daley
Scott Daniels
Jim Darlington
Lori Decker
Rob Decker
Lizanne Doherty
Connor Downs
Noreen Ennis
Mike Everson
Paul Farrell
Bob Finneran
Victoria Reed-Fitton
Michelle Gardner
Bruce Gardner
Brady Gardner
Michael Gawronski
Frank Giffune
Bob Gillis
Mitchell Green
Paul Godin
Carolyn Godin
Rick Haddad
Ellen Harrington
Bob Hickey
Kevin Hickey
Regina Hill
Bob Hood
Cole Hovey
Sophia Isaza
Andre Jaber
Neil Kaiser
Mohsen Kalifa
Chris Kelly
Sean Kelly
Caleb Kelly
Ed Kelley
Dick Kelter, Sr.
Paul Ladd
Bob Lomus
Kris Long
Rob Lowey
Bill Luciano
Declan Maloney
Philip Maloney
Frank MacDow
James McCarthy
Robbie McCoy
Lynn McGeary
Lindsay McGeary
Ray McKenna
Ruth Mackie
Brian Maguire
Jim Manning
Tom Marino
Heather Malloy
Diane Monahan
Gary Nash
Ed Noonan
Scott O'Donnell
Jamie O'Leary
Linda O'Rourke
Bob O'Rourke
Janet Pacitti
Glenn Perry
Rick Plasmati
Frank Quinn
Joe Rathgeb
Helen Rice
Mark Sampson
Nick Schmall
Matt Shea
Rob Silver
Joe Spognardi
Mark Stopa
Deb Storrs
Doug Suess
Joe Sullivan
Shannon Sylvia
Wayne Sylvia
Rich Tamulionis
Steve Tierney
Jess Todd
Kristin Todd
Betty Travers
Steve Udden
Karen Wheatley
Deb Wendell
Ed Whalen
Tim Zerrip

PROGRAMMING

FIBER OPTIC NETWORK

During 2014 the Town of Foxborough engaged in a large Municipal Fiber Optic Network upgrade in an effort to better utilize the investment. FCA also uses this network to send live signals from various town owned buildings, such as Foxborough HS, Ahern, Town Hall, to cablecast government meetings, and other LIVE programming.

The upgrade created multiple redundancies to prevent outages and allow for future expansion. FCA provided \$12K in funding to cover costs of the project which FCA will utilize. In the future we will be looking into possible IP transport for video programming using this network. For now, we were able to use existing equipment on the new setup to transport signals. FCA also maintains a miniature fiber network, which currently connects the town common to our main studio. This feed allows for live parades, concerts, and memorial events that take place on the common.

FCA is very appreciative of the ongoing collaboration with the Town of Foxborough and School Department in this area. Thanks to the Town's vision and support, FCA and community residents benefit every week as more and more live programming is produced. The fiber system is managed by Town Finance Director, Randy Scollins and FPS Information Technology Director, Aaron Hyre. We can't thank them enough for their support!



PUBLIC ACCESS CHANNELS 8 & 39 **5600 Hrs**

Programs produced by local volunteers appear on this channel, along with some outside programming that is sponsored by local residents.

EDUCATION CHANNELS 12 & 37 **672 Hrs**

Live coverage of regular and special meetings of the Foxborough School Committee continued in 2014. Programming from the US Department of Education and NASA is also cablecast, along with repeat playback of school sports and music programs. Public service announcements regarding Foxborough Public Schools, and other area schools, The Boyden Library, and Foxborough YMCA are played around the clock.

GOVERNMENT CHANNELS 22 & 38 **1130 Hrs**

Live coverage of Board of Selectmen's meetings is cablecast here, along with first run and repeat programming from the Senior Center/Council on Aging, and Foxborough's Historical Commission and Historical Society. This is the main location to find information regarding town meetings, town departments, community events and local non-profit organizations.

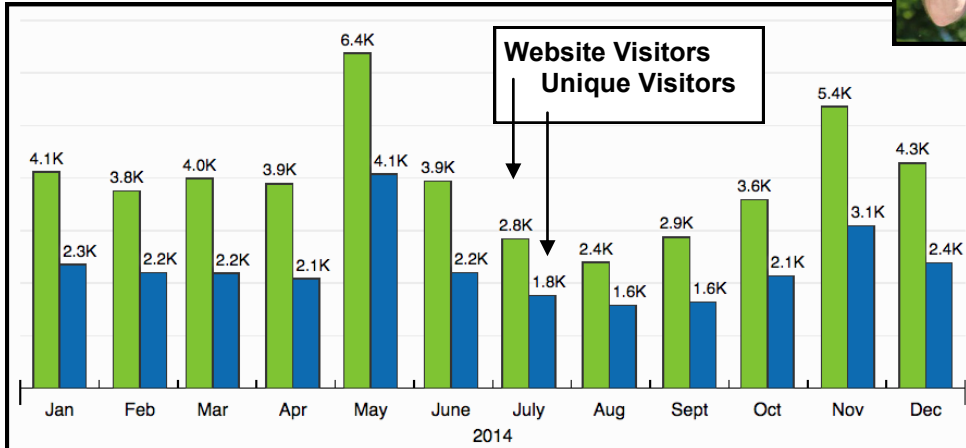
BELOW LEFT: Bob Hickey and crew celebrated their 100th show this year and continue to bring interesting guests and timely information to town residents **BELOW RIGHT:** Meetings of the BOS were relocated to the FHS Media Center. **BOTTOM:** Foxborough Historical Society programs are taped using the new equipment at Boyden Library. This gentlemen demonstrated how stone walls were constructed.



PROGRAMMING

FCA WEBSITE

The FCA website continued to be a major community outreach effort this year, with ready access to information, program schedule, production calendar and forms. We posted our own press releases frequently through the year, other community announcements and links to programs in our Video Gallery so they can be available to viewers anytime. We routinely receive very positive feedback about this from members of the community .



ABOVE & BELOW: "Howdy" from FCA Volunteers at work!
LEFT: Statistics show a steady increase in the number of new visitors to the FCA website.

FCA's presence on **Facebook** has grown into another great opportunity for community interaction and is used to update information frequently especially during periods of activity, such as high interest sporting events or public meetings. We are also using **Twitter** as another vehicle of communication with our viewers and volunteers.

COMMUNITY BULLETIN BOARD

The transition of the CBB to the Nexus system was a major focus of 2014 and by year's end, was completed for all channels. Providing Emergency Cancellation Notices continues to be a primary focus of FCA's commitment to community service. The system was activated approximately 6 times in 2014. Members of the FCA staff are involved in the town's Emergency Management Team, and work effectively with the Fire Chief to disseminate information to the community as needed.

FCA RADIO NEWS

We must acknowledge Dave Udden for his continued effort to produce a new weekly audio track to play over the Community Bulletin Board. He condenses information from the local newspapers and other sources and puts the program together in his



own recording studio, then delivers it to us first thing Thursday morning. It's a really great personal touch and adds another layer of information for the viewers.

PLAYBACK EQUIPMENT

As technology advances even formerly *advanced* equipment systems are surpassed with new and better features. We end 2014 with a multi-dynamic, interactive **Tightrope** system on order. It will be a challenge for everyone as we switch over, but well worth it.

PROGRAMMING

Uniform Channel ID sequences for Channels 8/39, 12/37 & 22/38 display general information on Foxboro Cable Access operations, including:

CHANNEL ID

Foxboro Cable Access
FCA Info & Events
Comcast Information
Cancellation Procedures
FEMA Advisory Information

Messages are grouped by topic:

Channel 8/39 : Public Access

FOXBORO CABLE ACCESS
Daily Program Schedule
FCA Information & Events
Special Features

Channel 12/37: Education

SCHOOLS
Foxborough Public Schools
FHS Athletic Dept.
Foxboro Music Assoc.
PTO Groups, SEPAC
Sage School
Foxboro Regional Charter School
Southeastern Regional H.S.
Southeastern Regional Institute
Norfolk Agricultural H.S.
The Academy at Foxborough
Sharon Public Schools

OTHER EDUCATIONAL ORGANIZATIONS
Hockomock/Invensys YMCA
Boyden Library
Friends of Boyden Library
Head Start
Scholarship Advertisements

Channel 22/38: Government

TOWN GOVERNMENT
Town Hall/ Town Clerk
Board of Selectmen
Town Collector
Water & Sewer Department
Board of Health
Planning Board
Conservation Commission

Historical Commission
Highway, Tree & Park Dept.
Council On Aging
Foxboro Senior Center
Foxboro Human Services
Office of Veterans' Affairs
Recreation Department
Foxboro Animal Control

PUBLIC SAFETY

Foxborough Police Department
Massachusetts State Police
Foxborough Fire Department
Foxborough EMA
Norfolk County Sheriff
Foxboro Citizen Corps
Bristol-Norfolk Medical Reserve Corps
Norfolk County Registrar of Deeds

LEGISLATIVE INFO

ELECTION INFORMATION

LOCAL NON-PROFITS

Lions Club/ Rotary Club/Interact
Foxboro Jaycees
Founders' Day Committee
American Legion /VFW Post
Foxboro Midget Football
Foxboro Youth Baseball
Foxboro Youth/Challenger Baseball
FHS Hockey Boosters
Foxboro Against Diabetes
Foxboro Farm Stand
Foxboro Discretionary Fund
Foxboro Moms Club /H.U.G.S.
Newcomers' Club
Foxborough Historical Society
Foxboro Girl Scouts
Foxboro Never Forgets
Old Colony Boy Scouts / Cub Scouts
Felines of Foxboro
Knights of Columbus
McGinty Scholarship Committee
Friends of Foxboro Seniors
South Foxboro Community Club
Doolittle Home
Mansfield Shelter Friends
Merrimack River Feline Rescue
Foxboro Birdhouses
Patriots' Place Community Outreach

REGIONAL NON-PROFITS

Audubon Society/Moose Hill
Fresh Air Fund / Birthday Wishes
So. Attleboro Lions/Tri Town Chamber
Miss Heart of the USA Pageant
Center for Non-Profit Success

Neponset River Watershed
Neponset Chamber of Commerce
Toastmasters International
On Common Ground/Easter Seals
Make A Wish Foundation/Gifts for Kids
Battleship Cove

LOCAL CHURCHES

First Baptist Church
St. Mary's Roman Catholic Church
St. Mark's Episcopal Church
Lutheran Church of Our Redeemer
Union Church of South Foxboro
Bethany Congregational /The Place
Seventh Day Adventist
Church of Emmanuel/Epiphany Episcopal
Church of Latter Day Saints
Foxboro Universalist Church
Temple Kol Tivah/Temple Chayai Shalom
LaSalette Shrine/Knollwood Memorial
St. John Neumann/Immanuel Lutheran
Victory Assembly of God
Original Congregational Church
First Universalist Society
Foxboro Christian Women's Club
S. Walpole Methodist Church
Unitarian Universalist/Xaverian Mission
St. Theresa of the Child Jesus

REGIONAL HEALTH INFORMATION

Visting Nurse Association,
VNA Care, Inc. /Hearing Health
Steward Norwood Health Systems
HESSCO Elder Services
American Lung Association, Red Cross
Alzheimer's Partnership/WIC Program
Old Colony Hospice
American Cancer Society
Sturdy Mem. Hospital/Norwood Hospital
Foundation for Suicide Prevention
Nat'l Alliance for Mentally Ill
Mansfield Adult Day / Norfolk Adult Day
Beacon Hospice/Mass Assoc. for Blind
American Parkinson's Disease
Brigham & Womens Health Center

REGIONAL PERFORMING ARTS

Orpheum Center for Performing Arts
UnCommon Theater/Steps Off Broadway
Bay Colony Productions
Franklin Performing Arts Center
Sharon Concert Band/Symphony Nova
Milford Community Chorus
Hunakai Studios/Art Smart Program
Ocean State Theater Co.
Neponset Choral Society



PROGRAMMING

INFORMATION

Historical Society Presents ...
Jaycee's Candidate's Night
Foxborough Historical Commission presents ...
Foxborough Central
FHS Tech Night
Live Election Results
Ask Bill Keegan
LaSalette Shrine
Let's Cook with Mike DiMascio
Foxboro Recreation Cooking Class
FCA Radio News

ARTS & ENTERTAINMENT

FHS & Ahern Middle School Concerts
Jaycees Concerts on the Common
Nutcracker Ballet
The Christmas Story
Foxboro Recreation Presents ...
Taylor School Drama and Music
Ahern School Drama Productions
Burrell School's Drama and Music
Igo School Productions
Foxboro Senior Center Presents ...
Tribute to Everard & Carol Ellege
Symphony Nova
Bethany Holiday Programming
St. Mary's Holiday Programming
Foxboro Art Show / Artistic Flair
FCA Movie Vault
Waters Church Concerts
FCA Radio Vault
FHS Art Show

SPORTS

Boys & Girls Basketball at FHS
Boys & Girls Soccer Games, Volleyball
FHS Football, Hockey,
 Lacrosse, Baseball, Wrestling,
 FHS Field Hockey, Softball,
Jr. High Hockey
Sports Talk /Swim Dancers
Foxborough YMCA Swim Team
FYSBA—Baseball Championships
FRCS—Harlem Wizards Game
Powder Puff Football
Warrior View

COMMUNITY EVENTS

Memorial Day Parade
Founders' Day Parade & Events
FHS Graduation 2014 / Class Night 2014
FHS Scholarship Night
Bethany Church Services
Union Church of South Foxboro
St. Mary's Parish Services
Board of Selectmen Meetings
School Committee Meetings
JC's Spelling Bee
Veterans' Day Celebrations
Dedication of Sam Berns Community Field
Veterans' Service Programming
Pinewood Derby—Boy Scouts of America
Common Tree Lighting
St. Patrick's Day Special

OUTSIDE SOURCES

Linda's Kitchen
Physician's Focus / Consumer Affairs
Rapport Center for Law & Public Service
Your Federal Government
The Law, Your Money ... and You!
College Roundtable
Amazing Facts / Life Matters
A Quilter's Touch
Shalom from Olive Tree
George Hagopian's Piano Recital
Victory Assembly of God Church
Arts in the Spotlight
Norfolk County DA
Senior Scene
On Your Computer / Common Cents
Road to Recovery
Soundoff (Veterans' Program)
Chef's Table / Kitchen Sink TV
4 Deep Sports
Investigators of the Unknown
The Folklorist
The Sideline Report
The Need To Know on GMO

THE ARCHIVE PROJECT

In 2012, FCA established a Digital Program Archive project with a goal to preserve, protect, and share the programs in its library which represents a historical archive of the Town of Foxborough over the past three decades. The programs were produced by local town residents and include government meetings, school sports and music, community events, parades, graduations, and discussions on issues of the day featuring recordings of many current and former citizens.

Over the past several months, Foxboro Cable Access has been actively involved in digitizing many older programs of historical significance for permanent storage including offsite on *archive.org*. This website which bills itself as “*Universal Access to all Knowledge*” contains a massive collection of media content which is available for viewing or downloading at no cost to anyone with an internet connection. One section of this collection is designated as the “Community Media Archive” and it contains programs produced by public access television centers across the nation. While attending the national Conference of the Alliance for Community Media in 2012, FCA’s Executive Director Michael Webber learned more about the fledgling worldwide project and began planning for ways that FCA could develop a system to participate. Because of concerns over tape degradation and preservation, many of the locally produced programs could no longer be viewed easily and the labor intensive process of multi-step transfer recordings made it an overwhelming task for FCA’s limited staff.

However, some very skilled and dedicated volunteers emerged to assist, and slowly a workable system was implemented using the current best practices “3-2-1- back-up method” which states that there should be three copies of any file over two forms of media with at least one off-site. *Archive.org* is a great fit for our needs.

Barbara Massey has been working diligently every week since 2012 transferring almost thirty years of school music concerts from ¾” U-matic, SVHS tapes & DVD’s to the digital file format which is required for uploading.

Over this past summer, Paul Beck, FCA’s President and Chief Technical Engineer, advised the team on how to prepare aged tape stock for transfer including cleaning and warming. He also installed a frame-synchronizer to stabilize and process the incoming video from the 20-30 year old tape stock. When linked with a computer using standard post production software, the program can be trimmed or adjusted as needed and documented in a spreadsheet. This documentation of the pertinent data magnifies the value of the digital file when it is uploaded because it contains a list of metadata (time, date, occasion, people, topics, etc.) that can be used in searching the archive collection.

Shortly after the transfer work station and computer system were in place, another volunteer, Deb Wendell, came forward with a unique set of special skills to pull all the many phases together and really refined the process.



forward with a unique set of special skills to pull all the many phases together and really refined the process.

“Volunteering on almost a full time schedule, Deb has shared her strong organizational and technical skills with us, propelling the project forward faster than we ever imagined.”

Michael Webber, FCA Executive Director

As a result of this collaborative effort between staff and volunteers, over 500 programs have been uploaded to *archive.org*. These include a series of programs presented by the Foxborough Historical Commission and Society, Founders’ Day parades and events, and the most recent, the Thanksgiving Football games since 1983.



PRESERVING THE TRADITION ...

30 Years of Turkey Day Football!

This memorable collection of “the good, the bad, & the ugly” of Warrior football was played in marathon on FCA’s Education Channel over Thanksgiving week.

THE ARCHIVE PROJECT

FCA's efforts have not gone unnoticed. At the ACM North East Regional Conference this past Fall, Foxboro Cable Access was cited as an example of how to use **archive.org** to its fullest potential. Because the many details of each program (names, titles, dates, topics, people, etc.) are consistently included in the file's metadata, searching is easily accomplished. Deb's methodical approach to the process has given us a reliable set of steps that others can follow.

In addition to the notable benefits to viewers who can now search and find a local Foxboro program from anywhere in the world, having a collection of programs in digital file format also facilitates scheduling the programs on the channels and on FCA's website.

THE PROGRAM LIBRARY

One important natural by-product of the archive transfer process was the opportunity to physically review and re-organize the numerous boxes of tapes that have been stored in the basement library since the move four years ago to our current location on



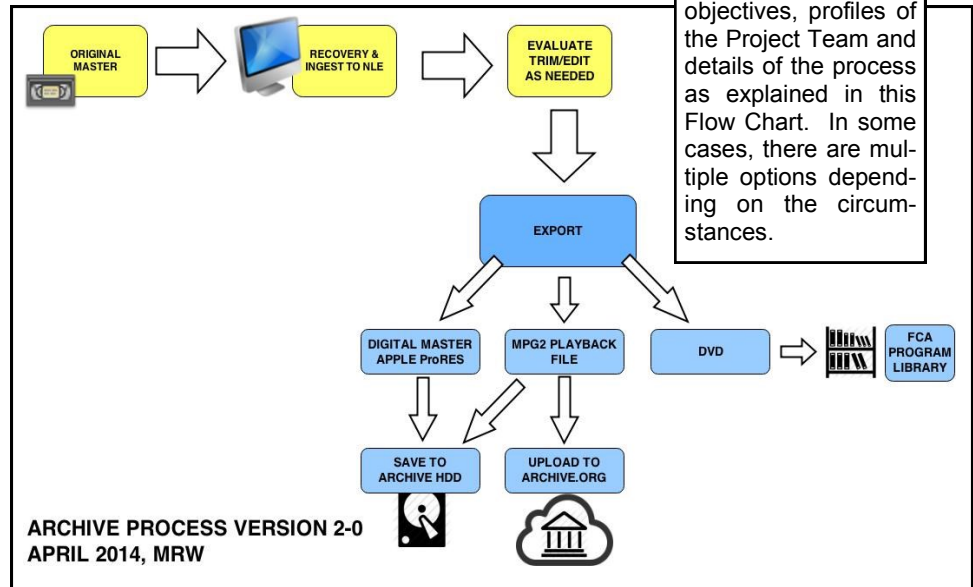
TOP & RIGHT: DVD Binder Storage Cabinet and Entrance to Shelving Area is much more accessible.



LEFT & BELOW; Library shelving, before and after initial re-organization.



BELOW: The Archive Project is outlined on FCA's Wiki along with goals & objectives, profiles of the Project Team and details of the process as explained in this Flow Chart. In some cases, there are multiple options depending on the circumstances.



Central Street. Since then, the initial storage system became cluttered with misplaced tapes and other items making it very difficult to locate a particular tape when needed. Paul Beck put together another viewing station using surplus equipment so tapes could be reviewed easily. As the year ended, we decided to tackle the project in earnest and hope to have it completed early in 2015.

EDUCATIONAL SUPPORT

FOXBOROUGH HIGH SCHOOL

FHS Video Class

We are thrilled to witness continued growth in the Video Production course at Foxborough High School. Under the leadership of Jim Callahan, the classes are now fully enrolled. FCA is privileged to assist this effort in a technical advisory role.

During 2014 Jim Callahan secured a new teleprompter device for use in the studio. Paul Beck assisted with the installation and setup. Over the summer cameras were tweaked and training provided on some of the advanced control room operations.

The students are also experimenting with green screen technology.

ABC—AHERN BROADCASTING CLUB

The morning news *“Take 2”* captures the attention of students and staff alike. With the strong support of the administration and advisor Dan Williams, this co-curricular activity has developed into key feature of the day at Ahern Middle School. Students enjoy the opportunity to develop technical and communication skills in an informal and fun learning environment. As interest in participation has increased, auditions and more stringent academic standards have been required, and the incentive has raised the level of commitment among the members.

Foxboro Cable Access has continued to support this multi-faceted student activity with technical assistance and equipment upgrades. The School Dept. has supplemented FCA donations with dedicated space, a new digital recorder and editing workstation. Dan Williams continues to expand the program, which now includes an after school program where students create

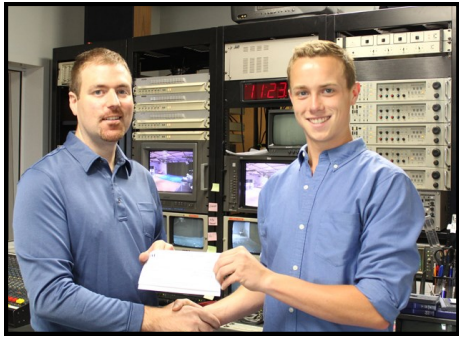
some content for the morning production. In addition students participate in the annual Technology Night at FHS, presenting to parents all the different technology that is utilized within ABC, including: teleprompters, cameras, video switchers, graphics, audio, and lighting.



FHS TV CENTER

This fully equipped Control Room continues to be used regularly. Located near the lighting booth of the high school auditorium, the TV Center is ready to use with very little set-up. In addition to the regular season of FHS and Ahern concerts, assembly programs and commencement activities. It was used several times on short notice this year to cover meetings of the Board of Selectmen when a large crowd was expected, and also other meetings to discuss issues of public interest. The TV Center was also used to tape the town wide *“Veterans’ Day Program”* and a *“POW-MIA Recognition”* in the auditorium.

EDUCATIONAL SUPPORT



SCHOLARSHIP FUND

The 2014 Scholarship Award was presented to John Mitchell who

is attending University of Massachusetts at Lowell this year studying Sound Technology. John is a 2013 graduate of Foxborough High School where he participated in the music program among other activities such as Rotary Interact, earned the rank of Eagle Scout with Troop 7 BSA, and volunteered at Foxboro Cable Access. He has been involved in the radio station at U Mass as DJ and band set up. *“Broadcasting over the radio changed my perspective on the role of communication technology in media .”* We wish him well in his studies and future endeavors.

The FCA Scholarship was established in 1985 as an indication of the board’s commitment to support higher education in the field of Communications and to provide local residents with the opportunity for financial assistance.

PRECEDING PAGE: A special program honoring Foxborough’s POW & MIA military personnel was taped at the FHS TV Center.

BELOW: The school administration has been very supportive of FCA’s effort to create and maintain a production center in the high school auditorium. This year school maintenance personnel constructed this sturdy shelf platform outside the lighting booth window to hold the weight of the very large Sony HK388 camera, aka “Monster Cam” and two other smaller ones that were donated to FCA from New Century Productions



Since 1985, FCA has presented 33 scholarships to local students pursuing a degree in the Communications Field.

- 1985 *Christine Hobbs*
- 1986 *Russell Harnden III*
- 1987 *Kevin O’Leary*
- 1989 *Marc Altman*
Michelle Mahoney
- 1990 *Matt Leonard*
- 1991 *Jim Swift*
- 1992 *Emily Petipas*
- 1993 *Matthew Goltz*
- 1994 *Scott Greider*
- 1995 *Michael Webber*
- 1996 *Steve Fitzgerald*
- 1997 *No Applicants*
- 1998 *Neille Giffune*
- 1999 *Amy Gronendyke*
Jim Tooher
- 2000 *Amy Gronendyke*
Vanessa Ranko
- 2001 *Nicole Melish*
- 2002 *Stacey Queenan*
- 2003 *Bethany Fuller*
- 2004 *Patricia Flaherty*
- 2005 *Patricia Flaherty*
- 2006 *Patricia Flaherty*
- 2007 *Melissa Whitehouse*
- 2008 *Bianca Giocoppa*
- 2009 *Shaun Rhul*
- 2010 *Ron Haley, Jr.*
- 2011 *No Applicants*
- 2012 *Michael Neilan*
- 2013 *Vincent Giocoppa*
- 2014 *John Mitchell*

COMMUNITY RESOURCES

TRAINING

Custom training opportunities were expanded in 2014 with the addition of a Production Assistant staff position over the summer. Jess Todd was on duty in the Edit Lab several afternoons each week for on-the-spot tutoring if volunteers ran into problems with the editing software. His knowledgeable but low key approach to any frustrating situation was very much appreciated and helped editors build their confidence and ultimately improve their skills.

Foxboro Cable Access is proud of our new studio space and always enjoys the chance to conduct a tour of the facilities. Several Cub Scout groups took advantage of this opportunity and they always have a good time, and learn a little bit of media technology at the same time. Last winter a Cadette Girl Scout troop arranged to have a mini training session in program production for an audio-visual merit badge. Over the course of several weeks, they developed the concept, wrote a script, shot the footage and edited it into a finished program.

We also saw an increase in the number of novice parents who stepped forward to videotape school activities and performances. With minimal hands-on training and some technical support from more seasoned volunteers, they were able to produce a wide variety of programs primarily on the elementary school level.



Mentoring continues to be an effective method of training. This approach has always worked well and often keeps volunteers on the fast-track to producing, directing, and other specialized skills. Our subscription to **Lynda.com** training website was very helpful to volunteers interested in the Final Cut Pro software which is used on the new Mac Editing system. Training opportunities are offered free-of-charge throughout the year to residents in the community.

FCA AWARENESS

Efforts to promote Foxboro Cable Access and its role in the community continued in 2014. Through informational articles and paid advertising in the Foxboro Reporter, we kept the community updated on the various changes and improvements that were made this year.



Several FCA volunteers formed a team and participated in the Jaycees Spelling Bee held on May 30th to raise funds for Jaycee projects, mainly scholarships.

We also replenished our supply of tee shirts and caps. Throughout the year, the FCA Mobile Studio and numerous volunteers in FCA Crew ID gear, were visible in the community at concerts, sporting events, and other venues. We have also extended use of our conference room to several other community organizations.

Halloween Parade The Recreation Dept. had a huge response to their annual Costume Parade, and FCA was pleased to participate again this year. It was a beautiful sunny day as the streaming lineup of kids and families in costume stretched down the block and across the street. We had a whole team of young volunteers on hand to pass out the candy.

COMMUNITY RESOURCES

The Boyden Library Museum Pass Program

As an additional benefit to the community, FCA continued its long-standing sponsorship of museum passes to The JFK Museum which are available to residents through the Museum Pass Program at the Boyden Library.

FCA Business Partnerships

For several years, Foxboro Cable Access has offered a program to local business and organizations who want to support out work in the community. Our longstanding partners are **Little Green Phone Book**, and the **Foxboro Jaycees, Spoodles Soup Factory**, and **KBR Marble & Granite**.

The James R. Ellsworth Memorial MVP Award

Each season the announcers' and sports crew choose the "**Most Valuable Player at Warrior Home Games**" to receive this award. The recipient's name is engraved on a beautiful custom designed trophy that is displayed proudly in our lobby all year long. At banquet time, a new plaque was engraved to recognize the 2013 recipient, Luc Valenza. Veteran announcer Doug Suess represented FCA at the banquet and made the presentation. The Football Booster Club is always very appreciative of our efforts to make the evening special for the student athletes, and members of the regular crew are invited to attend the banquet as their guests.



End-of-Summer Cookout

We had an especially nice Fall day for our annual cookout: mild temperatures, and no chance of rain! Volunteers, friends of volunteers, newcomers and several notable town officials turned out for a great evening of food of fellowship.

Holiday Open House

Thanks to the efforts of a great committee, the FCA studio was festively decorated for the annual Holiday Social and as usual, the refreshments were delicious.

Everyone enjoyed the opportunity to catch up and had fun with a new version of mystery gift activities.



The Lionel North Pole Express was a big hit with the "kiddies" again this year, especially with the expanded track layout and new switcher, running around the tree.

FY 2015 BUDGET

OPERATING EXPENSES

Corporate Operating Expense		
	Corporate Total	251,020
Production Operating Expense		
	Production Total	82,925
Programming Operating Expense		
	Programming Total	36,363
		<hr/>
Total Expenses		370,308

ESTIMATED REVENUE

Franchise Receipts (Comcast & Verizon)	360,000
Return on Investments	9,308
Material Fees and Donations	1,000
	<hr/>
Total Estimated Revenue	370,308

The FCA revenues are based on the funds received from the town's contracts with Comcast Corporation and Verizon, and the interest earned on those funds.

Financial statements for Foxboro Cable Access, Inc. are prepared by

Kevin Deedy, C.P.A.

Copies are available for review in the FCA office at 28 Central Street.



FCA SUPPORT PERSONNEL

Paul Beck

Active since 1988
 Board of Directors 1988 -
 Vice-President 1988 - 1991
 FCA Volunteer / Year 1988
 FCA Volunteer / Year 2005
 Cable Advisory Board 1990 -
 Production Director 1991 - 1991
 CVI Program Award 1991
 CVI Edit Award 1991
 Technical Advisor 1991 -
 Treasurer 2004 - 2007
 President 2000 - 2003
 2008 -

Lauren Bitar

Active since 2000
 Master Control Tech 2000 -
 ACM-NE Award 2008

Margaret Chaisson

Active since 1987
 Gov't Mtg Crew 1987 - 1988
 Board of Directors 2008 -
 Clerk 2008 -

Mike Everson

Active since 2003
 Gov't Mtg Crew 2003 -
 FCA Volunteer/Year 2003
 Engineer-in-charge 2008 -
 ACM-NE Award 2008
 ACM-NE Award 2010

Janet Gavin

Active since 2003
 Receptionist 2011 -

Paul Godin

Active since 1992
 Cable Advisory Board 1998 -
 Board of Directors 2002 -
 Clerk 2002 - 2007
 Gov't Mtg Crew 2004 - 2007
 FCA Volunteer/Year 2004
 Vice President 2013 -

Bob Hickey

Active since 2000
 Board of Directors 2005 -
 Treasurer 2009 -
 FCA Volunteer/Year 2013

Jillian Larson

Active since 2013
 Production Assistant 2014 -

Bob Lomus

Active since 2010
 Board of Directors 2013 -

Frank MacDow

Active since 1990
 Video Club 1990 - 1995
 Inventory Clerk 1993 - 1995
 Master Control Tech 1995 - 1996
 Gov't Meeting Crew 2005 -

Diane Monahan

Active since 1990
 Board of Directors 1990 -
 Program Director 1990 - 1996
 Clerk 1991 - 2000
 Enrichment Chmn 1991 - 2004
 FCA Volunteer/Year 1995
 Treasurer 2001 - 2003
 President 2004 - 2007

Margaret Nash

Active since 1983
 Newsletter Editor 1985 - 1987
 Production Secretary 1986 - 1991
 FCA Volunteer/Year 1986
 Video Club Advisor 1988 - 1995
 Awareness Coord'r 1989 - 1992
 Production Director 1991 - 1998
 Board of Directors 1994 - 2002
 Gov't Mtg Crew 1996 - 2001
 Vice-President 2000
 Clerk 2001 - 2002
 Administrative Ass't 2002 -
 ACM Regional Award 2002
 ACM National Finalist 2003
 Nat'l Telly Award 2004

Matt Shea

Active since 1995
 Cable Advisory Board 2008 -
 FCA Volunteer/Year 2012
 Board of Directors 2013 -

Jess Todd

Active since 2012
 Production Assistant 2014 -

Michael Webber

Active since 1989
 Video Club 1990 - 1995
 VC Exec Board 1991 - 1993
 CVI Program Award 1991
 Inventory Clerk 1993 - 1997
 CVI Volunteer/Year 1995
 Master Control Tech 1995 - 1996
 Program Coordinator 1998
 Operations Manager 1999 - 2005
 ACM-NE Officer 2001 - 2007
 Executive Director 2005 -

Tim Zerrip

Active since 2005
 Board of Directors 2013 -

On behalf of the community and our volunteers, the FCA Board of Directors would like to thank the members of the Foxborough Cable Television Advisory Committee for their long standing assistance with contract negotiations and their on-going support in many cable-related issues which affect the Town of Foxborough and its residents. We are in the fifth year of a ten year contract with Comcast, and the fourth year of a ten year contract with Verizon.

CABLE TV ADVISORY COMMITTEE

Gary W. Nash

John Regan

EX OFFICIO MEMBERS

Michael Webber, Foxboro Cable Access

Paul R. Beck, Paul F. Godin, FCA

Jerry Cirillo, Boyden Library

Randy Scollins, Town of Foxborough

Aaron Hyre, Foxborough Public School IT