

Town of Weston, CT

Government Access Television Policies and Procedures

DRAFT 5 • Jan. 5, 2012 (Revisions to Draft 2 by
Town Attorney indicated in blue, revisions by H. Bellin indicated in red.)

I. STRUCTURE & OPERATIONS

Weston Government Access Television (WGATV) operations are underwritten by the Town of Weston and by grants administered by Area Nine Cable Council (A9CC), a consortium of Government Access TV Channels in ten Fairfield County municipalities including Weston, from fees collected from subscribers to local cable television providers.

WGATV operations are managed by the Town of Weston's two representatives to A9CC or its successor (WGATV Administrators), each of a different political affiliation, appointed by Weston's Board of Selectmen for concurrent two-year terms; and their actions are subject to review by Weston's Board of Selectmen.

II. POLICIES and PROCEDURES

- 1. Purpose.** WGATV produces, televises and by other means disseminates to Weston residents accurate, objective programs about Weston, CT municipal government and other important information for Weston residents. WGATV may also televise and by other means disseminate programs of regional, state or federal importance for Weston citizens produced by other governmental entities, NGOs or nonprofit entities
- 2. Primary Objectives** include, but are not limited to:
 - A. Record, televise and/or otherwise disseminate to the citizens of Weston, CT meetings of key boards and commissions of the Town of Weston, CT.
 - (1) All public meetings that are recorded and disseminated will be done so in their entirety, gavel-to-gavel, except for executive sessions.
 - (2) Telecasts may include informational alphanumeric overlays identifying individuals speaking and/or agenda items being discussed.
 - B. Televise alphanumeric displays (electronic bulletin board) of information regarding:
 - (1) Meetings and other activities of Town of Weston governmental bodies.
 - (2) Meetings, events and other activities of local nonprofit groups that are of interest to the Weston, CT community. Messages submitted must announce events or services that are noncommercial and open to the general public without discrimination.
 - C. Televise emergency alert information, as requested by Weston's First Selectman or his/her designee, in the event of disaster or widespread service disruption.
- 3. Secondary Objectives** include, but are not limited to:
 - A. Maintain via online video-on-demand and/or other technologies a publicly accessible digital archive of recent Town of Weston government meetings televised on WGATV.
 - B. Televise and/or by other means disseminate programs of regional, state or federal importance for Weston citizens produced by other governmental entities, NGOs or nonprofit entities.

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- (1) WGATV Administrators will vet and determine the appropriateness for telecast of programs submitted by other governmental, NGO or nonprofit entities. Decisions of the WGATV Administrators may be appealed to Weston's First Selectman or designee.
- (2) Primary considerations in WGATV Administrators' vetting a program will be:
 - (a) Does it provide unique information of civic importance for Weston residents?
 - (b) Is it uniquely appropriate for broadcast on Weston's Government Access Channel rather than broadcast on a local Public Access Channel?
 - (c) Does it comply with WGATV policies, procedures and technical, logistical and legal considerations, including provisions of §II.3.B(3) and §IV.3 below, ~~and have the program's producers obtained written permission for the use of any copyrighted materials included in the program from the owner of any such materials?~~
- (3) Programs that contain, in whole or in part, any of the following subject matter will not be televised on WGATV:
 - (a) Commercial messages or any material promoting products or services.
 - (b) Political campaigning, partisan political messages and/or solicitation of funds for political purposes. While elected officials serving on Town of Weston boards and commissions may be included in telecasts of meetings of these boards and commissions, during the two month period preceding an election others types of programs that feature elected officials ~~or others~~ who are candidates for election will not be produced or distributed. Debates between candidates, under the oversight of a non-partial third party using mutually agreed ground rules may be recorded at the expense of the entity hosted such debate(s) and may be televised.
 - (c) Advocacy of a particular religious belief. This does not preclude recording and disseminating participation of clergy members in Town of Weston events and/or meetings, and does not preclude listing on WGATV's electronic bulletin board announcements of public events sponsored or conducted by local religious organizations that are in compliance with §II.2.B(2) above.
- (4) ~~Any program produced by other governmental, NGO or nonprofit entities and televised on WGATV will be identified as such with the following textual display that precedes the program's telecast: and includes a disclaimer that WGATV and The Town of Weston are not responsible for the program's contents.~~

The following public service program was not produced by Weston Government Access Television. Neither this station nor The Town of Weston is responsible for its content.

- (5) A copy of this document will be given to representative(s) of any other governmental, NGO or nonprofit entity wanting to submit programming for telecast on WGATV, and said representative(s) will sign an acknowledgement of receipt of this document.

IV. ADDITIONAL PROVISIONS

1. The WGATV is an operating entity of the Town of Weston and, as such, the Town of Weston reserves the right to identify any material as unsuitable for production or distribution by WGATV.
2. The Town of Weston, its elected and appointed officers, employees and agents and the

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WGATV Administrators do not warrant the accuracy of any information, produced by and/or disseminated by WGATV.

3. Any person, entity or organization (other than the Town of Weston) that requests that programming be broadcast on WGATV: (i) shall have full responsibility for the content of the program; (ii) represents and warrants that the program does not violate or infringe any right of any third person or entity, including, without limitation, copyright, patent, trademark, right of privacy, trade name, trade dress, right of publicity, unfair competition, defamation, libel or slander of any person or entity; and (iii) agrees to indemnify ^{the} ~~the~~ Town of Weston, its elected and appointed officers, employees and agents and hold them harmless from any claims, liabilities or losses (including reasonable attorneys' fees) from the breach or alleged breach of this paragraph.

V. CERTIFICATION

The policies and procedures of Weston Government Access Television contained herein have been reviewed and approved by The Town of Weston Board of Selectmen at their public meeting of _____.