



29 Sheepscot Road Newcastle, ME 04553
207-563-6338

Rebecca Bartolotta
Town Clerk
Damariscotta, Maine

December 30, 2024

Dear Ms. Bartolotta:

Lincoln County Television (LCTV) requests funding from the town's cable franchise fees for the upcoming year 2025 in the amount of \$20,000, as a reflection of the ongoing and growing need to support programming value for Damariscotta citizens.

The Essential Need for Public Access Media

We believe that informed participation by citizens is a core goal for thriving local government. With the experience of how business moved online during the Covid-19 emergency, citizens expect town government to be conducted both online and in person. This makes it easier for citizens to access and participate in local government. LCTV is a cornerstone community partner to support Damariscotta's delivery of citizen access to municipal, community, educational, and public health updates.

How LCTV Has Increased Our Support to Our Local Community

As a non-profit community public access station, LCTV is honored to assist our municipalities. We have expanded how we deliver local, fast, and trustworthy information to Lincoln County citizens with upgraded equipment and services, additional staff, and new shows to support citizens' increasing need for our services via broadcast and on-demand viewing.

We offer an expanding range of shows that highlight the thriving life of our community, including local businesses, nonprofit organizations, festivals, and high school sports. To illustrate how LCTV gives back to the community, the number of locally produced shows, sports and specials we made available to our broadcast and online viewers in 2024 is nearly double what we produced in 2022.

Direct Benefits to Damariscotta

We are proud to continue to partner with the Town to broadcast and provide on-demand viewing for your Select Board, as well as for your Planning Committee and Town Meeting:

- **2024:** over 35 Damariscotta Municipal and special town meetings and events made available on Cable Channel 7 and on LCTV.ORG
- **Cablecasting over 480 original shows**, events, specials, games, and community updates on LCTV.org and local channel 7. This includes 37 **new Chamber Chat shows** featuring local business owners who belong to our three local Chambers, 8 new **Community Conversation shows** with local community leaders, and 2 **Damariscotta Historical Society** 8 MaineHealth community meetings or shows.
- **Hosting over 100 YouTube events and On Demand replays** including local youth sports.
- **A mere 12 hours after the tragic October shootings in Lewiston**, LCTV recorded and broadcast two public safety updates with Damariscotta Police Chief Jason Warlick and

- Lincoln County Sheriff Todd Brackett. These crucial updates are among the 10 top most viewed LCTV videos for 2023.
- **To keep citizens informed, LCTV offered ongoing** health and wellness opportunities with community partners like LincolnHealth, the CLC YMCA, Healthy Lincoln County, Coastal Rivers Conservation Trust, and others.
- **For 2025**, we plan to continue to facilitate access to all municipal meetings. We welcome the opportunity to cover Damariscotta community events as requested.

The Context for Our Request

In 2025, we anticipate a \$250,000 budget, of which we are requesting to raise 30% via the franchise fees that the for-profit cable companies pay to towns for the privilege of using our utility poles and other infrastructure to distribute their programming.

Last year, the Town allocated \$20,000 of the cable franchise fees it receives to LCTV, for which we are very grateful. Our request for this year arises from the continuing understanding that these fees are intended to be allocated for public access and community media, now more important than ever in the Covid era. As we are all aware, the costs of fuel, wages, and the overall cost of operations continue to rise.

We are requesting similar support from the other municipalities that LCTV serves in order to meet our 30% budget goal. The balance of our budget is raised through donations, sponsorships, and fundraising activities. We receive zero tax dollars to provide our public services.

Please convey our gratitude to the Select Board, Budget Committee and Town Meeting for your support.

Larry Sidelinger


Executive Director
Lincoln County Television

2024 LCTV Snapshot

Lincoln County Television and Media Center (LCTV) is a PEG (Public, Education and Government Access) TV station established in 1989. LCTV's media center, located in Newcastle, Maine, cablecasts 24/7 and reaches approximately 17,000 households in the Midcoast Maine region via Spectrum/Tidewater channel 7 and everywhere by live stream and On Demand viewing.

As a non-profit 501(c)(3) organization, LCTV serves all Lincoln County residents by filming and cablecasting public programming on request and producing original content. We fulfill our mission to ***produce and broadcast programs showcasing the people, places and events of interest to Lincoln County and beyond.***

Community members benefit from the diverse coverage created by the LCTV team, donated by local producers, or requested by community members. Programming includes government meetings; original weekly shows; lectures on history, health, and social issues; musical entertainment and theater productions; studio interviews; documentaries; school sports; and alternative media.

These accomplishments are possible because of the ongoing support of our Municipal Partners, Business Sponsors, Community Partners, and generous Supporters and Members. Thank you!

- Broadcast 482 original shows, events, specials, games, and community updates on LCTV.org and local channel 7.
 - A 21% increase over 2022 (400 shows)
 - A 244% increase over 2021 (200 shows)
- Began a new ongoing project with South Bristol School called South Bristol Scoop intended to teach the 5th graders media literacy, equipment operation and project management skills.
- Earned a First National Bank Grant of \$2500.00 as seed money for a new program with South Bristol School.
- Shared 216 Municipal Meetings in Lincoln County - Broadcast on local channel 7, and available for whenever On Demand viewing at LCTV.org. (Up from 192 in 2023)
- Increased YouTube Live Stream Views 27% to 46,500 in 2024 from 36,400 in 2023
- Increased Subscriptions to Youtube Channel by 9% over 2023 by 460 subscribers.
Total Subscriptions: 1446 over 60 just in the last 30 days!
- Sponsored one Summer Interns to support the next generation of Videographers
- Extended the reach of our programming beyond broadcast and On Demand viewing:
 - Sent 52 weekly newsletters to 1,129 subscribers
- Added "Community Updates" to promote our non-profit community partners
- Multiplied our Facebook (2,260 Followers), Instagram (901 Followers), and YouTube (1,446) communities to reach more viewers. Reached the 1,000 Subscriber milestone on YouTube on Jan 4, 2024
- Shared our LCTV Original & Co-Produced Shows to LCTV's YouTube channel for increased access and views
- Attended Lincoln Academy Job Fair
- Updated our website to make it more user friendly... will release in 2025
- Implemented a pay per view monthly and annual membership system to help generate funds from our archived videos.

2024 LINCOLN COUNTY TELEVISION PROGRAMMING

2024 LCTV Original/Co-Produced Programming – 132 Shows

- 43 Wuzzup New Shows
- 37 Chamber Chats (w/Damariscotta & Wiscasset Chambers)
- 11 Talkin' Town Talks
- 5 High School Hoops
- 6 Medicine in Coastal Maine presentations (New Collaboration with MaineHealth)
- 3 Live Streamed Community Meetings with LincolnHospital
- 8 Community Conversations
- 7 Vintage Racers Roundtables (NEW SHOW w/Maine Vintage Motorsports))
- 4 Putting the Y in Community (w/CLC YMCA)
- 2 Damariscotta Historical Society Shows
- 2 Waldoboro Historical Society Shows
- 1 Damariscotta Chamber Shows (Annual Meeting)
- 1 Unity Raceway 75th Anniversary Show
- 1 Pumpkinfest Regatta
- 1 GSB Graduation
- 1 Lincoln Academy Graduation exercises

2024 Lincoln County Municipal Meetings –216 Meetings

- 65 Alna Meetings
- 28 Waldoboro Meetings
- 32 Bristol Meetings
- 34 Damariscotta Meetings
- 33 Newcastle Meetings
- 24 Wiscasset Meetings

2024 High School Sports - 133 Events

- 72 Basketball
- 4 Football
- 6 baseball
- 34 soccer
- 8 softball
- 3 x country
- 6 Meet the Players Intros for Medomak Valley & Lincoln Academy, Basketball, Soccer, Baseball and Softball

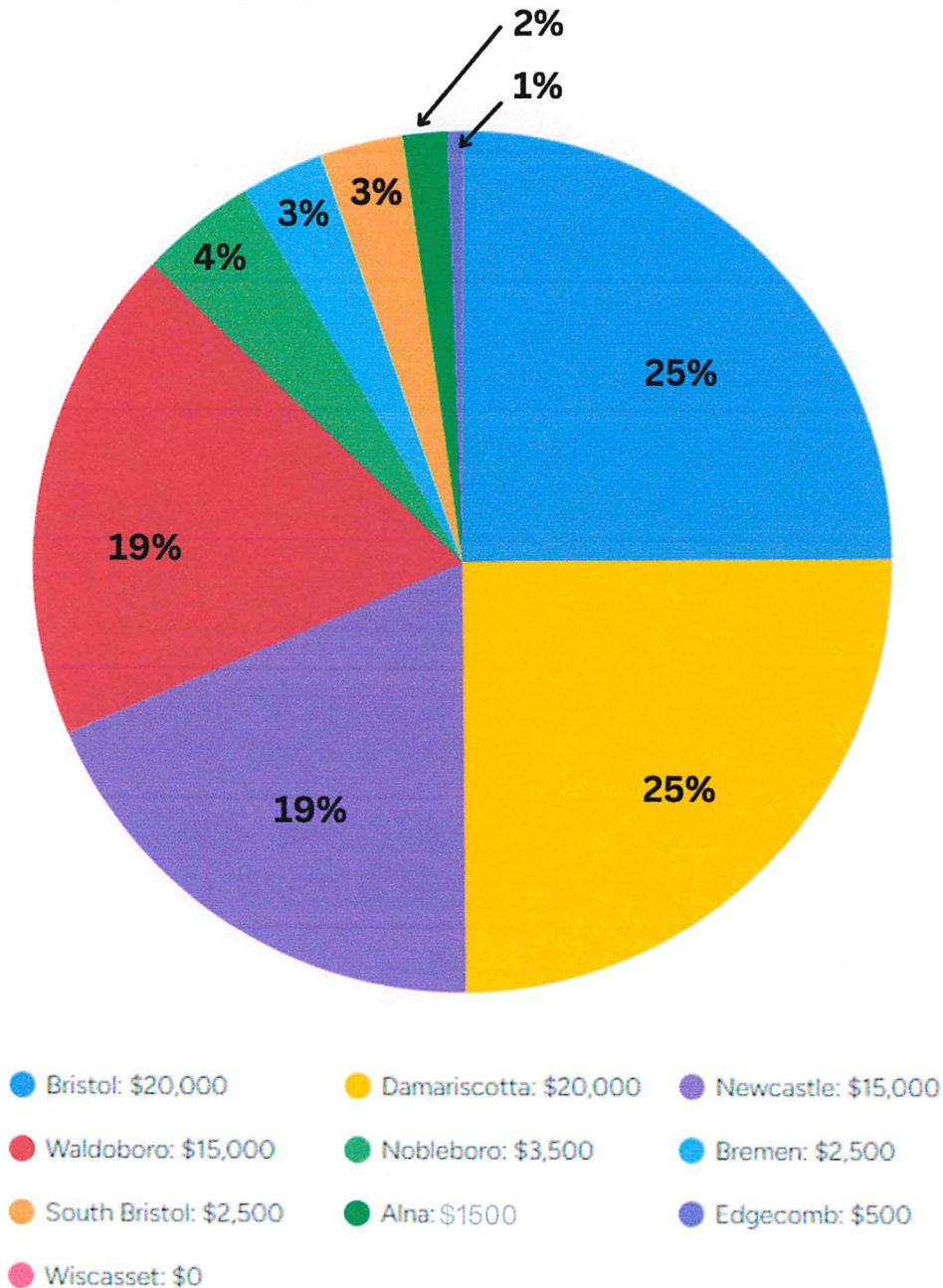
Goals for 2025:

- Hire Sponsorship/Development Staff
- Hire Station Manager
- Ramp up Development/Philanthropy
- Upgrade our Server
- Maximize our membership program
- Continue to expand programming and outreach.

2025 Municipal Franchise Fee Requests

The following chart represents the amount of cable franchise fees we are requesting or have received in the 2024-2025 fiscal year from each municipality in our cable district.

Total Fees anticipated: \$80,350.00



Lincoln County Television

Balance Sheet

As of December 5, 2024

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Bangor Savings Checking	5,600.86
Checking	4,144.90
PayPal	0.00
Petty Cash	450.00
Premium Savings	500.16
Total Bank Accounts	\$10,695.92
Accounts Receivable	
Accounts Receivable	43,361.00
Total Accounts Receivable	\$43,361.00
Other Current Assets	
Stock Gift	7,480.00
Undeposited Funds	0.00
Total Other Current Assets	\$7,480.00
Total Current Assets	\$61,536.92
Fixed Assets	
2010 Chrysler Town & Country	10,000.00
Accumulated Depreciation	-31,061.00
Capital Expenditures	32,098.09
Heat Pumps	8,043.88
Total Fixed Assets	\$19,080.97
TOTAL ASSETS	\$80,617.89
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$0.00
Other Current Liabilities	
Bangor SB Business Loan	4,437.20
Bangor SB vehicle loan.	596.13
Line of Credit	35,923.66
Line of Credit - Bangor	28,859.58
Total Other Current Liabilities	\$69,816.57
Total Current Liabilities	\$69,816.57
Total Liabilities	\$69,816.57

Lincoln County Television

Balance Sheet

As of December 5, 2024

	TOTAL
Equity	
Opening Bal Equity	0.00
Retained Earnings	13,497.75
Net Income	-2,696.43
Total Equity	\$10,801.32
TOTAL LIABILITIES AND EQUITY	\$80,617.89

Lincoln County Television

Profit and Loss

January 1 - December 5, 2024

	TOTAL
Income	
Donations	
Donorbox	1,303.25
Paypal	204.84
Total Donations	1,508.09
Event Income	
Concert Fund Raiser	16,890.00
Total Event Income	16,890.00
Franchise Fee Revenues	77,504.94
Interest Income	0.47
Production Revenues	14,850.00
Sales	300.00
Sponsorships	67,800.00
Stocks	2,480.00
Total Income	\$181,333.50
GROSS PROFIT	\$181,333.50
Expenses	
Auto Expenses	
Gasoline	2,872.78
Van Registration	140.70
Van Repair	1,712.32
Total Auto Expenses	4,725.80
Building & Grounds Expenses	
Electrical Work	452.21
Facility	740.07
Generator Service	300.00
Plowing & Shoveling	315.00
Total Building & Grounds Expenses	1,807.28
Dues, Subscriptions & Fees	
Donor Box Fees	76.52
Membership Fees	415.00
Paypal	609.27
Programming Distribution Misc.	6.00
Zoom	27.12
Total Dues, Subscriptions & Fees	1,133.91
Equipment Repairs	
Computer Repair	501.73
Total Equipment Repairs	501.73

Lincoln County Television

Profit and Loss

January 1 - December 5, 2024

	TOTAL
Event Expenses	
Beverage Costs	31.83
Cash	378.00
Performers	7,277.99
Venue Rental	2,800.00
Total Event Expenses	10,487.82
Insurance	
Property & Liability Insurance	5,324.79
Worker's Comp Insurance	292.01
Total Insurance	5,616.80
Interest	1,161.01
Car loan	437.50
Finance Charges	155.00
Line of Credit Interest	2,815.66
Total Interest	4,569.17
Legal & Professional Fees	
Accounting	1,032.50
Consulting Expenses	2,376.00
Legal	145.00
Subcontract Services	220.00
Total Legal & Professional Fees	3,773.50
Office	
Advertising	1,507.00
Bank Fees	1,086.50
Other Business Expenses	1,100.00
Postage	47.18
Public Relations	300.00
Supplies	1,756.91
Website	76.97
Total Office	5,874.56
Payroll Expenses	
Payroll Fees	1,851.60
Payroll Taxes	9,490.68
Payroll Wages	109,565.95
Total Payroll Expenses	120,908.23
Production Expenses	
Announcers	6,215.00
Production Supplies & Small Equipment	147.10
Productions Supplies	1,819.68
Web Zoom Video	42.15
Total Production Expenses	8,223.93

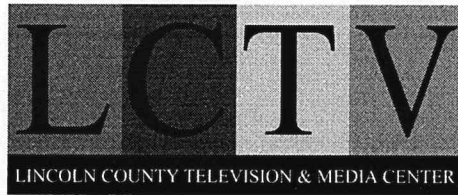
Lincoln County Television

Profit and Loss

January 1 - December 5, 2024

	TOTAL
Small Equipment	3,027.80
Broadcast Equipment	1,440.00
Camera	300.00
Computer	1,225.88
Computer Software	2,439.00
Hardware	1,796.00
Total Small Equipment	10,228.68
Utilities	
Cell Phone	2,287.57
Electricity	2,225.61
Internet	630.29
Telephone - Office	1,035.05
Total Utilities	6,178.52
Total Expenses	\$184,029.93
NET OPERATING INCOME	\$-2,696.43
NET INCOME	\$-2,696.43

BY-LAWS
LINCOLN COUNTY TELEVISION
Newcastle, Maine



NAME AND LEGAL AUTHORITY

1. The name of this organization is the Lincoln County Television (LCTV) and will herein after be referred to as "LCTV" which is located at 29 Sheepscot Road in Newcastle Maine.
2. LCTV was authorized in 1991 by the Board of Selectmen of the towns of Damariscotta, Newcastle, Nobleboro, Waldoboro and Wiscasset to plan and govern the public access channel.
3. LCTV is a registered Internal Revenue Service Section 501(c)(3) non-profit corporation.

MISSION

The mission of LCTV is to produce and broadcast programs showcasing the people, places and events of interest to Lincoln County and beyond. (4-29-19)

PURPOSE

1. The purpose of LCTV is to provide Lincoln County residents with original programming offering local viewpoints, local perspectives, and topics of interest to local communities
2. Programs focus on civic engagement by offering a wide array of opinions and voices in order to create community dialogue
3. Public Education, and Government (PEG) stations play an important role in our educational systems by distributing information for town governments, educational systems, and libraries. PEG access affect lives by sharing decisions made by local governments, school boards, and State government.

BOARD OF DIRECTORS

1. LCTV is an independent, non-profit organization that is governed by a voluntary Board of Directors who represent Towns served by LCTV.
2. The Station is managed on a day-to-day basis by an Executive Director in coordination with the LCTV Board of Directors. This includes the supervision of LCTV employees
3. The Board of Directors shall have at least 9 members and no more than 11 members.
4. The term of office of Directors is three (3) years. Directors may not serve more than two (2) consecutive full term.
5. The Executive Director communicates with the town managers in the LCTV service area and offers an annual report to the town select boards.

OFFICERS

1. The officers of LCTV will consist of the President, Vice-President, Secretary, and Treasurer.
2. They will be elected by a majority vote of the Board of Directors at the annual meeting.
3. No person can hold more than one office at a time.

OFFICERS' DUTIES

The President will:

- be the chief executive officer of the corporation.
- preside at all meetings of the Board (using Roberts Rules of Order
- be an ex-officio member of all committees established by the Board.
- present a report of the condition of the Corporation at the Annual Meeting.

The Vice-President will:

- carry out the duties of the President (in the President's absence) with full authority and powers
- carry out duties as requested by the President and/or the Board of Directors

The Secretary will:

- keep the minutes of the regular and special meetings of the Board
- send out notices of the meetings of the Board
- execute all communications and correspondence on behalf of the Board and/or President

The Treasurer will:

- have the care and custody of all funds and securities of said Corporation
- deposit all funds in the name of the Corporation in such banks as directed by the Board
- present a statement of financial status at each meeting
- present a full financial report at the Annual Meeting of the Board

EXECUTIVE COMMITTEE

1. The President, Vice President, Secretary and Treasurer will constitute the Executive Committee.
2. The Committee has the power to designate or eliminate any additional committees
3. The Executive Board will meet with the Executive Director whenever necessary and will act for and represent the Board in the intervals between the meetings of the Board of Directors.
4. Seventy-five percent of the members of the Executive Committee will be necessary to constitute a quorum.

MEETINGS

1. LCTV shall hold at least one (1) advertised and scheduled meeting every three months.
2. A quorum shall consist of a majority of the Board of Directors.
3. There will be an annual meeting of the Board of Directors of LCTV during the month of December, at a specific time and place as specified by the Board of Directors. The meeting will be for the purposes of electing officers and considering other business.
4. Robert's Rules of Order, Revised, will govern the conduct of all meetings of the Corporation, except where the same is in conflict with law or these by-laws.

THE FISCAL YEAR AND ANNUAL REPORTS

1. The fiscal year shall be the twelve (12) months ending December 31st of each year.
2. The Executive Director is responsible to submit annual reports to the participating municipal towns of Alna, Bristol, Damariscotta, Dresden, Edgecomb, Newcastle, Nobleboro, Waldoboro, Westport Island and Wiscasset for inclusion in their annual town reports.

AMENDING BY-LAWS

1. Any Board of Director may propose an amendment to these by-laws by submitting the proposed amendment at a regularly scheduled Board meeting.
2. The concurrence by vote of a quorum of those present of the Board of Directors will constitute acceptance of the proposed amendment.
3. The by-laws shall be reviewed a minimum of every two (2) years.

INDEMNIFICATION

Every person who is or will be or has been a Director or officer of LCTV and his or her personal representative will be indemnified by LCTV against all costs and expenses reasonably incurred by or imposed upon him or her in connection with or resulting from any action, suit, or proceeding to which he/she may be made a party by reason of his/her having been a Director or officer of LCTV or of any subsidiary or affiliate thereof, except in relation to such matters as to which he/she will finally be adjudicated in such action, suit or proceeding to have acted in bad faith or with gross negligence or it was determined by a court of competent jurisdiction that such Director or officer had reasonable cause to believe that his or her conduct was unlawful. Costs and expense of actions for which this article provides indemnification shall include among other things, attorney's fees, damages and reasonable amounts paid in settlement.

DISSOLUTION

In the event of dissolution of LCTV, any monies in the treasury, following payment of LCTV's debts and obligations will be divided equally among selected organizations which qualify as non-profit organizations under Section 501(c)(3) of the Internal Revenue Code of 1954, or the corresponding provision of any future United States Internal Revenue Laws

Amended and approved: August 13, 2009

Amended and approved: May 13, 2010

Amended and approved: June 10, 2010

Amended and approved: October 13, 2011

Amended and approved: February 9, 2012

Amended and approved: August 8, 2013







Amended and approved October 2022

ZOOM meetings/minutes treated no differently than regular meetings.

Petition to the Town of Damariscotta to raise/appropriate funds for Lincoln County Television

We, the undersigned registered voters residing in the Town of Damariscotta, request the following article to be submitted to the voters of Damariscotta at the June 2024 Annual Town Meeting.

Article: To see if the Town will vote to raise or appropriate the sum of \$ 20,000 Cable Franchise Fees for Lincoln County Television.

	Printed Legal Name	Signature	Street & Number	Legal Town of Residence & Voter Registration
1	Amos Simson		9 Keene Woods Rd	Damariscotta
2	James Duffa		328 Dwyer Ln	Damariscotta
3	DARYL FROGER		45 TROEKSTER LN	Damariscotta
4	JAMES W. GALLAGHER		139 Bristol Rd	Damariscotta
5	Barbara L Gallagher		139 Bristol Rd	Damariscotta
6	Mark W Hagar		5 Blackwells Beach Ln	Damariscotta
7				
8				
9				
10				

Circulator's Oath

I hereby make oath that I am the Circulator of this petition, that all the signat and belief, each signature is that of the person it purports to be.

Signature of Circulator Karen E. Duffa Printed Name Karen E. Duffa
Signature of Notary Bryanne A.H. Whitney Printed Name Bryanne A.H. Whitney
Subscribed to and sworn before me on this date: March 18, 2025

Registrar's Certification

Municipality: Damariscotta Total Valid 5 Total Invalid 1

I hereby certify that the names of all the petitioners listed as valid appear on the voting list as qualified to vote for the Governor of the State of Maine.

Signature of Registrar Rebecca J. Bartolotta Printed Name Rebecca J. Bartolotta

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Bryanne A.H. Whitney
Notary Public, State of Maine
My Commission Expires August 10, 2025

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