

1 Sandown Cable Board
2 Minutes
3 October 4,2023
4

5 **Date:** October 4th, 2023

6 **Place:** Sandown Town Hall

7 **Members Present:** Richard Lewis, Chairperson, Chris Donnellan, Vice-Chair and
8 Eric Olsen (Selectmen Ex-Officio)

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10 **Members Absent:**

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12 **Opening:** Mr. Lewis called the meeting at 7:00p.m.
13 The Pledge of Allegiance was said.

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15 **Selectmen Olsen made a motion** to approve the Aug 23rd meeting minutes as amended.
16 **2nd by Mr. Donnellan.** All in favor. **Motion passed.**

17
18 Mr. Donnellan started talking about the new VOD Server that was installed. Everything
19 is up and running. Mr. Donnellan investigated having the Adobe account payments
20 annual rather than monthly. Currently the monthly payments are \$54.99 which is
21 \$659.88 for the year. Can change over to an annual payment of \$239.00 for the first year.
22 Will be a saving of \$400.00. Mr. Donnellan had let the board know that he had agreed to
23 offer, as of September 19th, 2023.

24
25 Mr. Donnellan also talked about the cost of an HD upgrade. Everything that Cable
26 Station has is HD other than the piece of equipment that sends everything to comcast.
27 Mr. Donnellan does not know what else would need to be done. Selectmen Olsen asked
28 if we should have them come in to give us a quote. Seeing that the Town Hall is in
29 construction this would be the time. Mr. Donnellan also said that the Town Hall already
30 has fiber wiring. Mr. Donnellan will check into this.

31
32 Mr. Donnellan sent an email to the Hampstead Cable station about their contract from
33 Comcast. Contract was sent by email and was passed to the board to review. Looks like
34 that Hampstead has a 4.5% franchise fee out of that 2.3% goes to the cable station and the
35 rest goes to the Town. Mr. Lewis stated that Sandown Cable charter says 100% of all
36 funds goes back to the cable station. Mr. Donnellan mentioned that all meeting having
37 been going on even with the construction. Selectman Olsen reminded that all members
38 of the public along with the cable operator should us the front door, the one facing the
39 church.

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41 Selectman Olsen mentioned that budget season and that pay raises will be addressed.
42 Selectman Olsen also noticed that the pay amount for the camera operator is still at
43 \$60.00 per meeting for a stipend. Will touch base with the Cable Secretary to get the
44 meeting minutes that was approved for a pay raise for the camera operator to Gayle. Mr.
45 Lewis asked how many years Drake has been working, will need to find out to see where

46 he is on the matrix. Selectman Olsen got a spread sheet from Gayle regarding the budget,
47 should go over it at the next meeting to see what will be coming up for expense.

48

49 Mr. Lewis mentioned that he went in front of the BOS to make a recommendation to hire
50 Attorney Miller from Donahue, Tucker and Ciandella in Exeter. Ms. Miller has over 20
51 years of experience. Ms. Miller hourly rate is lower and if we need her to come to
52 Sandown which is billable hours from Exeter it would be much less than to Boston. Mr.
53 Lewis was in contact with Ms. Miller to let her know that the Cable Board would like to
54 hire her. Ms. Miller would like a copy of the contract for review. Ms. Miller is in the
55 process of drafting an agreement. Brian from Comcast will forward the template to
56 Ms. Miller as a starting point.

57

58 Mr. Lewis would like to know what some of the things are that the board would like to
59 add to the new contract. Things like adding a HD channel. What would be the length of
60 the contract. The current one is a 10-year contract. Make sure that there is a clause in the
61 contract about relocating, just in case the Town Hall makes a new building. Mr. Lewis
62 would like to see Mr. Donnellan post on social media in regard to having the public ask
63 question concerning the Comcast contract.

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65 **Mr. Lewis made a motion to adjourn the meeting at 7:38. 2nd by Selectmen Olsen.**
66 **All in favor. Motioned passed.**

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68 Next meeting is October 24th , 2023 at 7:00pm

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70 Respectfully Submitted,

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73

74 Erica Olsen