

**Minutes  
Sandown Cable Access Board  
Town of Sandown, NH**

Meeting Date: April 28<sup>th</sup>, 2020  
Type of Meeting: Regular Public Meeting  
Method of Notification: Public Posting – Two locations at Town Hall  
Meeting Location: Sandown Town Hall, Upper Hall and teleconference  
Present: Richard Lewis, Chairman, Chris Donnellan, Vice-Chair, Al Correia,  
Eric Olsen (Selectman Ex-Officio)  
Recording Secretary: Erica Olsen

Richard Lewis called the meeting to order at 7 p.m.

The Pledge of Allegiance was not said, due to not having the American Flag present.

Richard read the Right to Know Meeting Checklist which states in part the town provides public access to the meeting via telephone with additional access possibilities by video or other electronic means. They need to provide public notice of the necessary information for accessing the meeting. They need to provide a mechanism for the public to alert the public body during the meeting if there are problems with access and adjourning the meeting if the public is unable to access the meeting. All votes that are taken during this meeting will be done by roll call vote.

The minutes of January were reviewed.

Rich **made a motion** to accept the minutes of January 28<sup>th</sup>, 2020 as amended. **Motion seconded** by Al.

**Roll Call**, Richard ~ yes, Chris ~ yes, Al ~ yes and Selectman Olsen ~ yes. All voted in favor. **Motion carried.**

**Station Manager Report**

Chris is having discussions with Lynne about email approvals for the monthly expenses. Expense reports are giving to Selectmen for their approval via emails.

The town auditors found that there was no paper trail for the station managers salary increase in 2018. Chris believes he has not received an increase of pay since 2018. Rich also could not find any evidence in his notes. Chris is putting together a memo to be given to the town Administrator and the Finance Director, stated what his pay rate were. Rich started a discussion about the Station Managers pay. He suggested a 5½% increase. Selectmen Olsen came back with a 6½% increase. Based on cumulative of the raises approved by the BOS for last year and this year. Chris mentioned about getting back pay for the increase of 2019/2020 and the

2020/2021 pay. It was also discussed about future pay increase to be done after the BOS has sets the rate for town employees.

Chris discussed the camera operator pay. He would like to increase Jarrett pay to \$60.00 per meeting. Chris feels that Jarrett takes the initiative at his job in the camera room and does not need to be told nor supervised. Al is fine for the pay increase for Jarrett. And all other cable employees to \$55.00 per meeting.

Selectmen Olsen asked if we could make Jarrett a Senior Operator. Chris believes that there was one at one time. Will check with Gayle and Lynne about positions. Rich would like to hold off till next month for the pay increases, but Selectmen Olsen said that he could make the motion for Chris's pay increase.

Selectmen Olsen **made a motion to** retroactively raise the Station Managers pay by 3% from April 1, 2019 to March 31, 2020. 2½% from April 1, 2020 to March 31, 2021 **Motion seconded** by Richard. **Roll Call**, Richard ~ yes, Al ~ yes and Selectman Olsen ~ yes. Chris ~ abstained. All voted. **Motion carried.** 3-0-1

Selectmen Olsen would like to see Richard do a yearly review of the Station Managers position and have the Station Manager do reviews on the camera operators.

Chris brought up about how the meetings are taken place during COVID 19. Chris will investigate improving our current video conference meetings.

#### **Other Business**

Chris talked about the live stream survey. There were 32 votes cast, 20 yes and 12 no. This survey was to judge interest of Live Streaming town meetings on the town website. Richard would like to present the results of the survey to the BOS in person at a future date. Selectmen Olsen said he wonders if town people realize that they could not have a voice at these meeting, like they do in person at the Town Hall.

Richard asked about the quote for the equipment to Live stream, Chris responded he has not.

Al asked about the OHD date and should the cable station participate in the filming of this event. Selectmen Olsen said that there is a committee working on this.

Richard Thanked Chris for the quality of the Candidate's night that was held in February. Rich though it was done very professionally.

The next cable meeting will be **May 26, 2020.**

84 The Board is always looking for new members and program ideas.

85

86 At 8:01 Richard **made a motion** to adjourn. **Motion seconded** by Selectman Olsen. **Roll Call**,  
87 Richard ~ yes, Chris ~ yes, Al ~ yes and Selectman Olsen ~ yes. All voted in favor. **Motion carried**.  
88 Meeting adjourned.

89

90

91

92

93

94

Respectfully Submitted,

95

96

97

Erica Olsen