

Sandown Cable Board
Minutes
February 23, 2023

Date: February 23, 2023

Place: Sandown Town Hall

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

Members Absent:

Opening: Mr. Lewis called the meeting at 7:01 p.m.
The Pledge of Allegiance was said.

Mr. Donnellan made a motion to approve the January 3rd meeting minutes as written.
2nd by Selectmen Olsen. All in favor. **Motion passed.**

Mr. Donnellan mentioned that the order of the pens came in, left some out at the deliberative session. Over the course of several weeks, the Vio server was installed. There were some issues with the first one, received another one and everything is working. Having issues with Carousal player on the bulletin board. Can access through the cable cast software but can't access it through a computer with keyboard and mouse. The issue is there is no music. Unable to fix the problem, due to not responding to the keyboard and mouse. We might have to find a new way to play music. Mr. Donnellan stated that the bulletin board is running.

Mr. Donnellan mentioned that he forgot to put the message up on Channel 17 and Facebook about the input of the Cable contract. It was just posted a few days ago, haven't seen any comments on FB. It does state to please send an email to Channel 17 with questions regarding the Cable contract.

Tomorrow night will be meet the candidates. Mr. Donnellan mentioned that it will be live on Ch.17, and will be streaming on FB.

The day before the deliberate session Mr. Donnellan tested the microphones; the clip-on microphone was not getting any power. Needed to replace it, so that it could be use at the deliberate session. Was replaced with a rechargeable microphone with a 7-hour battery. Cost about \$300.00. Mr. Donnellan stated that most likely all it needs is a good cleaning seeing that it seemed corroded where the battery goes. The new microphone will be the main one and the old one will be the backup.

A presentation will be at Town Hall on this coming Sunday, and they would like to play video and audio from their laptop. Mr. Donnellan mentioned that we should be able to support what town people would like to do. Purchased an audio debetto for HDMI single, output of the router hub and will take the audio out and plug into the audio mixer. Mr.

46 Lewis made clarification that it was to play audio through the speaker while showing his
47 presentation. A single switch was purchased. Cost about \$40.00.

48
49 Mr. Lewis mentioned that he re-read the Charter. It states that the board can have a
50 meeting with only 2 members. Must be a majority of the members to have a quorum,
51 therefore it constitutes as a quorum. The board can have 3-7 members.

52
53 Mr. Lewis also talked about the Comcast contract. He has started writing down questions
54 to bring up with Jay from Comcast about the contract. One question was is the current
55 band of 750megahertz is that the right frequency going forward. Mr. Donnellan could
56 not answer that question, that would be something that to ask Comcast at the time of
57 contract negotiations.

58 Mr. Lewis will forward the list that he has started to the board for them to look at. Will
59 discuss at a future meeting, to see if they want to bring forward to the negotiations. Mr.
60 Lewis has been looking into other Towns' contract. The Town of Chester has their
61 contact on their website. Mr. Lewis also mentioned that we too also have our contract
62 on our Town website. Mr. Lewis is reaching out to the contact person from Chester to
63 ask some questions on the topic of jurisdiction on the cable portion part of it and not the
64 broadband part. Mr. Donnellan stated that we do not receive funds from this. And what
65 Mr. Lewis has read he did not see anything written in the contract about Broad Band it
66 only talked about the cable channels. Mr. Lewis also stated what he believes what he
67 read there was nothing in the contract about Broad Band. Is this something that should
68 be in the next contract. Mr. Donnellan said we can ask for things, but we can't expect
69 anything more. Mr. Donnellan also mentioned that you would think that Comcast would
70 want to show what service cable and internet service they provide to the town.

71
72 Mr. Lewis mentioned that if a subscriber has an issue with Comcast and they can't get it
73 resolved the subscriber could bring it to Channel 17 and we could raise the issue with
74 Comcast. Mr. Lewis was not sure if we had the capability if we needed or wanted
75 broadband. Would like to see if other towns are doing something about that and is there
76 some revenue aspect to it. Mr. Lewis mentioned that we would want to talk it over with
77 an attorney. Mr. Donnellan said it has worked so far without those words in there, they
78 still supply the service. The contract is focused on a certain cable program, there's
79 revenue that the Town gets to fund Channel 17. Mr. Lewis wanted to be clear that the
80 Town is not getting any funds from Comcast. Funds collected from the subscriber fees
81 go towards funding Channel 17.

82 Mr. Lewis also read in the contract that there is an annual performance review by
83 Comcast, 30 days of the anniversary of the agreement for their performance. That would
84 be July 2023. Information about numbers of subscribers, emergency contact, how many
85 miles of cable plan. More importantly the system of liability %, and log of written
86 customer complaints. We can say for how many years. Mr. Lewis suggested that we
87 should ask for this in July, August of this year from Comcast, seeing it is the contract.
88 And the report can be reviewed. Cable board can review it and have to Board of
89 Selectmen also review it. Mr. Lewis will reach out to Jay Summers the representative of
90 Comcast to see if he would come to a meeting to discuss. How many years do we want to
91 go back with the list of customers' complaints for 2 years. Mr. Donnellan mentioned that

the time frame goes back during Covid 19 pandemic and subscribers had increased needs from Comcast. Selectman Olsen stated maybe going back 4 years to 2019 pre-pandemic as a study purpose before, during and after the pandemic. Mr. Lewis will put something together about why we want 4 years. Mr. Donnellan is not sure if they will include in the contract internet or just cable. The pandemic changed the internet a lot but not so much on the cable side. Mr. Lewis would like the board to think of items that should be included in the contract. Would like to go in front of the BOS with input from the town people, and the board. Maybe at the next meeting we will go over the list of things that would like to be included into the contract.

Selectman Olsen made a motion to adjourn the meeting. **Mr. Lewis 2nd**. All in favor.
Motion passed.

Meeting adjourned at 7:31 p.m

Next Cable meeting March 28, 2023

Respectfully Submitted,

Erica Olsen