

Sandown Cable Board
Minutes
May 30th, 2023

Date: May 30th, 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 7:00 p.m.
The Pledge of Allegiance was said.

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

Mr. Donnellan stated that meeting are up to date and are airing on Channel 17. Mr. Donnellan also stated the Drake videotaped both the fishing derby and the Memorial Day Services and is in the process of editing both events.

Mr. Donnellan purchased a new Lavalier wireless microphone. Mr. Donnellan stated that he is having issues charging it, had reached to the company to explain how to charge it.

Mr. Donnellan mentioned that the AC unit in the control room is not working. Part is on order. Mr. Lewis asked if they needed to purchase a window AC to do so. Mr. Donnellan said it should be fine, and at this time will leave door open during the day. Comfort Air has been coming in the winter to service the unit. Mr. Lewis mentioned if the filters were taken out and cleaned about once a month. Mr. Donnellan was unaware of that; he will find out from Comfort Air. AC is serviced annual. Mr. Lewis thanked Mr. Donnellan and Drake for recording the Memorial Day Services, and the Candidate Night.

Mr. Lewis talked about the Town Wage Matrix this also applies to the Cable System. Mr. Donnellan is at a level 12 on the pay scale, goes by the years of service to determine the rate of pay. Selectmen Olsen mentioned that the BOS talked in non-public about where the funds come from to pay the cable staff and the secretary. This does not come from Town money. **Mr. Lewis made a motion** to accept the Town rating of grade level of pay. Grade 12 level 13 **2nd by Selectmen Olsen.** All in favor. Mr. Donnellan abstained. **Motion passed. Motion was amended by Mr. Lewis to be retroactive from April 1, 2023. 2nd by Selectmen Olsen.** All in favor. Mr. Donnellan abstained. **Motion passed.**

Mr. Lewis would like to find out from Lynne about pay rates for the recording secretary. Mr. Lewis would like to see the cable operators put on the pay matrix. Mr. Donnellan said there are 2 levels of the operators. Mr. Lewis would like to see the level 1 a grade 8 level 2 a grade 10 passed on the technical experience and number of years of service.

A discussion about the renewal of the 10-year contract was talked about. Mr. Lewis was in touch with Brian Christison the representative from Comcast. Mr. Lewis would like to have Mr. Christison come in front of the BOS in July to talk about the renewal with the Selectmen. Mr. Lewis suggested that he be meeting first to brief the BOS on the upcoming cable contract renewal. The second meeting would be with the comcast representative. Mr. Lewis would also like to have an analysis done on how many hours Mr. Donnellan has worked compared to the previous years and to talk about at a future cable board meeting. Selectman Olsen will get information from the Finance director.

Also, in discussion was about the cost of an attorney. Mr. Lewis mentioned that he has no idea on how much an attorney will cost for the service on the renewal of the cable contract.

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

Meeting adjourned at 7:49 p.m.
Next meeting June 27th, 2023

Respectfully Submitted,

Erica Olsen