

Sandown Cable Board
Minutes
April 23rd, 2024

Date: April 23rd, 2024

Place: Sandown Town Hall

Members Present: Richard Lewis, Chairperson, Chris Donnellan, Vice-Chair, Parker Davis member.

Members Absent: Eric Olsen (Selectmen Ex-Officio)

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

Mr. Lewis made a motion to approve the March 26th meeting minutes as amended. **2nd by Mr. Donnellan.** All in favor. **Motion passed.**

Mr. Lewis started the meeting explaining that the election of officers will be done at next month's meeting. Can not revise the CAB Charter without a 5-day notice. The board needs to amend the CAB Charter. Section B point 1, currently it states that the board shall consist of 7 voting members and 2 alternate. Mr. Lewis would like to recommend it be changed to read: shall consist of up to 7 voting members with 2 alternates. Section 2 states that 5 members shall be present to initiate the election of Officers, he would like to amend it to read: a majority of the members in attendance at the meeting shall be present to allow the election of the Officers.

Mr. Davis had some question. How many officers are there, Mr. Lewis stated that there should be 3. Chair, Vice Chair and Treasurer. A discussion about the Treasurer position was talked about. Mr. Lewis stated that Gayle the Town Finance Director sends out every month a memo of expenditures. Mr. Davis mentioned that he wouldn't mind taken the Treasurer position on. Mr. Davis also asked why was there 7 members? Mr. Lewis explained that the CAB Charter was created 22 years ago. He is only speculating that there were 7 voting members on the board. If there is any urgent matters that needs to be done the CAB could call a special meeting on a 24 hours' notice. Mr. Donnellan stated that he has not seen a special meeting in his time on the board. Mr. Lewis also stated that an update of the new channel numbers should also be written in the Charter.

Mr. Lewis updated the Board of Selectmen on the renewal of the contract. Changing the franchise fee to 2 ½ % . The BOS has the option to raise the franchise fee up to 1% per year. The BOS gave approval to have the Attorney negotiate with Comcast. The Town Admin had brought up about the Cable connection. Mr. Lewis mentioned we have the right to have a cable T.V connection in all town buildings. Lynne did bring up

44 that the highway department has connection and that they are paying for cable tv and
45 broad band. Mr. Lewis talked about to the BOS about how there could be a tv in the
46 hallway down stairs, it would be basic tv digital starter level that would have Ch.17, Ch.9
47 Mr. Lewis mentioned that a BOS asked if there was a way to see how many people watch
48 Ch17, Mr. Donnellan replied that there is no way on telling how many watch. Are able to
49 see how many viewers watch on Facebook.

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51 Mr. Donnellan talked about how he is looking into branding for Ch16. Drake will be
52 covering the fishing derby, there will also be a presentation from the Conservation
53 Commission on Bob Cats, Mr. Donnellan would like to record. this to be played onto the
54 Ch 17,

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56 Mr. Davis asked, how much is archived and how long are they kept? DVD of old
57 meetings. Back from 2017 meetings are on demand. VOD files are little bit smaller 10
58 terabyte. It was mentioned that Ch.17 has an offsite backup place that is paid for, CAB
59 feels that 2 copies of everything is good. Mr. Donnellan also mentioned that the files are
60 HD backup and the new email is also in place.

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65 Next meeting will be on May 21st 2024

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67 **Mr. Davis made a motion to adjourn the meeting at 7:37 2nd by Mr. Donnellan. All**
68 **in favor. Motioned passed.**

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73 Respectfully Submitted,

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84 Erica Olsen