

Sandown Cable Board  
Minutes  
October 4,2023

**Date:** October 4<sup>th</sup>, 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 7:00p.m.  
The Pledge of Allegiance was said.

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

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

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

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

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

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

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

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

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

Next meeting is October 24<sup>th</sup>, 2023 at 7:00pm

Respectfully Submitted,

Erica Olsen