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DRAFT
Sandown Cable Access Board
Town of Sandown, NH

Meeting Date: Tuesday, September 29, 2015
Type of Meeting: Regular Public Meeting
Method of Notification: Public Posting – Two locations at Town Hall
Meeting Location: Sandown Town Hall, Second Floor
Present: Susan Godin – Chairwoman, Loraine Borin, Richard Lewis, and Chris Donnellan
Absent: Thomas Tombarello (Selectman Ex-Officio)
Recording Secretary: Cheryl Eastman

Meeting was called to order by Susan Godin at 7:00 p.m. Pledge of Allegiance was said.

Susan Godin asked the Board members to review the minutes from August 25, 2015. **Motion by** Richard Lewis to accept the minutes of August 25, 2015 as submitted. **Seconded by** Loraine Borin. **Motion passed** unanimously.

Station Manager’s Report

- The Channel 17 business cards have arrived.
- The Old Home Days Fall Festival took place on Sept 12. Chris recorded the parade, the dog show, citizen of the year presentation, and did interviews with the various non-profits that were present. He also recorded the dedication of the flagpoles at the new Police Station. After editing, it is an almost 2 hour show. Richard Lewis asked about the status of recording a tour of the new station and Chris reported that he has not received contact back about that as of yet from the Chief.
- The Democratic Presidential Candidate forum was well attended and Chris is running that show periodically as well.
- There have been some audio issues on the shows run on Channel 17 lately. Chris had Comcast investigate and determined that it was a problem at the head end in Derry. Since that was fixed, the sound has been a lot better.
- A representative from the projector company will be coming this Thursday to give a quote and recommendations.
- There has been no response to an inquiry to purchase backdrops. Chris will contact the company again and ask for different vendors.

- 42 • The new A/C unit was purchased. Chris is waiting for someone to fill the new Buildings
43 and Grounds Maintenance position to help him install the unit.
- 44 • Chris is still looking for someone to be a fill-in camera man. Additional back-up would
45 make it easier to record all the meetings through the busy budget season.
- 46 • There has been no response to Chris's request for technical specs for the software
47 upgrade. He is reluctant to order the upgrade until he is sure that the current hardware
48 can run it. He will keep the Board advised of the progress on that issue.

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50 The next meeting will be Tuesday October 27, 2015. The public is welcome to attend and the
51 Committee is always looking for new members.

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53 **Motion to adjourn** by Richard Lewis at 7:35 p.m. **Seconded by** Loraine Borin. **Motion passed**
54 **unanimously.**

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Respectfully Submitted,

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Cheryl Eastman

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Recording Secretary

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