DRAFT 1 Minutes 2 **Sandown Cable Access Board** 3 Town of Sandown, NH 4 5 6 Meeting Date: Tuesday, May 24, 2016 7 Type of Meeting: **Regular Public Meeting** 8 Method of Notification: Public Posting – Two locations at Town Hall 9 Meeting Location: Sandown Town Hall, Upper Hall Susan Godin – Chairwoman, Richard Lewis, Vice-Chairman, 10 Present: Loraine Borin, Chris Donnellan, 11 12 Recording Secretary: Cheryl Eastman Thomas Tombarello (Selectman Ex-Officio) 13 Absent: 14 15 16 The meeting was called to order by Sue at 7: 05. 17 18 Pledge of Allegiance was said. 19 20 The Board reviewed the minutes of April 26, 2016. **Motion** made by Loraine Borin to accept 21 the minutes of April 26, 2016 as written. Richard Lewis seconded. All voted in favor. Motion 22 carried. 23 24 **Report from Station Manager** 25 26 Chris reported that there has not been a lot of progress regarding the equipment update. He 27 does not have any new information about the projector. He had asked both companies to give 28 them their updated, best quote. Access AV stated that they would not change their quote. 29 Adtech never responded at all. As far as the question about the scaler that was quoted by 30 Adtech with their system, Access AV has something equivalent that will do the same job. 31 32 Regarding the cablecast software upgrade, HB Communications has not gotten back to Chris with any more information. Tightrope has recently come out with a new line of servers and no 33 longer offering the SX line. Integrated Solutions got right back to Chris and said the price on the 34 35 new server will be a little bit lower than the previous quote. Richard asked Chris to get a new written quote from them for the new server. Richard would like to go to the Board of 36

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Richard Lewis made a **motion** to accept the quote from Access AV for the projector and screen for a price of \$6,334. Motion **seconded** by Sue Godin. All voted in favor. **Motion carried**.

Selectmen with a recommendation from the CAB. Chris added that the new servers are both

SD and HD capable, so in the future we will be ready to go HD when needed.

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These Minutes are subject to approval at a regularly scheduled Cable Access Board meeting at which time the above minutes are corrected or accepted and become permanent.

Richard will contact Town Administrator Lynne Blaisdell to get on the agenda for the Board of Selectmen for their approval. At the same time he will bring the draft of the CAB Policies and Procedures and the Charter to the Board for approval. The CAB members will review the draft documents and not any changes or alterations they feel should be made before the next meeting so that it can go to the Board of Selectmen as soon as possible. Chris needs to create an Equipment Request form also.

Chris reported that he recorded the recent event at the Train Depot and it has been running. The Historical Society liked that it will also be shown on Vimeo and on the website. Chris asked the Historical Society if they would like to do a regular show about the history or Sandown. They seemed very interested. The Memorial Day ceremony is coming up this weekend and the Timberlane band will be playing. On June 16 at 7:-00 there will be a narcotics educational forum presented by the Sandown Police and Rescue Departments at the Town Hall.

The next Cable Access Board meeting will be held on June 28, 2016. The public is always welcome to attend and they are always looking for new members. They are also looking for new program ideas.

At 7:40 Loraine Borin made a **motion** to adjourn. Chris **seconded** the motion. All voted in favor. **Motion carried**.

 Respectfully Submitted,

Cheryl Eastman