

CHARLEMONT BROADBAND COMMITTEE

Date: Tuesday, January 30, 2018 at 7pm at the Charlemont Town Hall

Attending: Bob Handsaker, Doug White, Ken Hall, Sean Niell, Cheryl Handsaker, Trevor Mackie joined by phone (all votes by roll call and all all can hear and Trevor can hear us).

Meeting called to order at 7:08

1. Approval of minutes:

- a. Unanimous approval of the January 16th meeting.
- b. No quorum was achieved at the last posted meeting on January 23 so that the meeting was not called to order.

2. Status update on WG+E pole walkout and network design

- a. Status update on contracts:
 - i. Pole attachment contracts prepared for both Grid and Verizon. These are in legal review.
- b. Status update on mapping
 - i. Received new updated maps from PVC. Most house number updates have been resolved. A short list of map updates have been sent back to WG&E to update. Waiting for updated maps to confirm.
- c. Status of the make-ready reimbursement guidelines
 - i. These have not yet been issued.
- d. Design prep: Checking the information about the fiber counts for build out
 - i. Trevor has developed some Excel "maps" to get a fiber count.
 - ii. The maps are electronic and allow us to adjust counts as we go.
 - iii. Consider how we should handle campgrounds - as a single commercial entity that re-broadcasts to the camp?
 - iv. Doug has followed up with DCR to provide service to Mohawk Trail State Park but has not yet had a reply.
 - v. Ken will follow up regarding the impact of traffic calming

3. Status update on Network Equipment Enclosure

- a. Members reviewed the proposed space in the basement.
- b. Bob has put together a "packet" for WG&E review and will check on this during our weekly check in.

4. Review and approve the draft document outlining the pros and cons of the evaluated network solutions

- a. Committee voted to approve the document subject to an introductory paragraph and checking the numbers for the posted Matrix/ Crocker proposals.
 - i. Yes - unanimous.

5. Review and approve draft communication update language for the website.

- a. Members agreed to review and comment on this before our meeting next week.

6. Develop policy guideline recommendations for network service

- a. Discussed the need to understand the cost and conditions of installing wireless network extensions as a part of the policy guidelines.
 - i. Committee voted to ask Sean if we can research wireless network extensions: what is needed for installation and how this might work with our chosen fiber network operator and ISP.

Meeting adjourned at 9:10