CHARLEMONT BROADBAND COMMITTEE

Tuesday, February 6, 2018 at 7pm at the Charlemont Town Hall Attending: Ken Hall, Trevor Mackie, Bob Handsaker, Cheryl Handsaker Missing: Sean Niell, Mary Ellen Banks, Doug White

Meeting called to order at 7:00 PM.

1. Approval of minutes

a. ACTION TAKEN: Minutes from January 30 accepted unanimously

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

a. Status update on contract

- i. Bob circulated the contract amendment.
- **ii. ACTION TAKEN:** Recommend signing the IGA contract amendment to the Selectboard and the MLP Manager. unanimous

b. Status update on mapping

i. Adding a couple of map corrections are pending but there are few design details remaining.

c. Status update on the design progress

- i. Initial meeting on Friday did not get to design. Spent the time on the NEE but no time for the design conversation.
- ii. Second meeting Monday, allow for the design to be discussed.
 - 1. Reviewed Trevor's FSA maps with numbers and fiber counts.
 - 2. Bob has taken those FSA maps developed a prototype fiber budget.
 - Consider including West Hawley and South Tower Rd. into FSA02. WG&E will give us recommendations.
 - 4. Mohawk Park Two connections to the park (one for home, one for business). Mohawk Park residents should treat permanent residents as the homeowner.
 - 5. Woodland Park doubt there will be a lot of demand, he was going to check with residents and get back in touch in 30 days.
 - 6. Planning for an MST at each residence (but not drops to homes without subscription).
 - 7. Ken will review the other FSA maps.

d. Status of the make-ready reimbursement guidelines

i. No guidelines have been issued.

3. Status update on Network Equipment Enclosure

- a. WG&E pushed back on the size, cage, self-contained enclosure
 - i. Cyclone fence vs air conditioned room
 - ii. Issues with self-contained cabinet, box and insulate steam pipe
 - iii. Expand to include 2' more 8x10?
 - iv. Footprint for the size of the racks
 - 1. One fiber termination cabinet?
 - 2. One or two 19" racks with area available
 - 3. Wall mounted racks for cable
 - v. Committee members toured the basement and discussed possibilities for addition space and cooling needs

4. Review communication documents

a. Revisions to the Pros/ Cons document reviewed.

- i. Reviewed and offered suggestions for changes to the Pros/ Cons document.
- b. Review draft communication update language for the website
 - i. Cheryl will incorporate Sean's comments and others as available
 - ii. Cheryl will publish the draft information and add more context and content changes as these are available.

5. Report on WiredWest, MBI/EOHED and other local meetings

- a. Flexible grant program meeting is scheduled for February 21 at 6PM.
- b. Comcast is interested in scheduling a meeting based on the Flexible Grant program. Looking to schedule Mon/ Weds the week of February 26th.
- c. Wired West Executive Committee meeting rescheduled from tomorrow night to February 14.

6. Reviewed the traffic calming implications

- a. Communication with the engineering team is in progress. Thank you Ken!
- b. Grid will set the poles
- 7. Insurance is moving forward for the aerial licensing agreement Kathy Reynolds is working with Bob to work out the items.

Next meeting: February 13 at 7PM.

Meeting adjourned at 9:20