

CHARLEMONT BROADBAND COMMITTEE

Monday, July 29, 2019 at 6:00 pm at Tyler Memorial Library

Attending: Ken Hall, Doug White, Trevor Mackie, Bob Handsaker, Mary Ellen Banks, Cheryl Handsaker

Missing: Bill Tucci

Guest: Phil Banks

Meeting started 6:07

1. Approval of minutes from 7/9/2019

- a. **ACTION TAKEN:** Minutes approved unanimously
- b. Meeting on July 16 had no quorum

2. Status of Make-Ready

- a. Contract with FRCOG for the procurement of roadway conduit on Hawk Hill Rd. and Heath Stage Terrace for a total cost of \$700/
 - i. **ACTION TAKEN:** Recommend to the Selectboard to use FRCOG as the procurement agency.
 - ii. Dig Safe has been marked for Hawk Hill and Heath Stage Terrace. Committee members will reach out to interested contractors. Grid does not mark the wires going to the homes, only the primary area.
 - iii. Review of the scope of work for the trenching. There are yellow notes that should be addressed prior to the final scope of work being submitted.
 - iv. Consider location for materials during the construction phases.
- b. Railroad crossings
 - i. Decision on using Eagle One for Railroad crossings?
 - ii. Bob will review the options with Bill Ennen
 - iii. Cheryl will connect with Bill Tucci regarding 151 West Hawley Road.
- c. Make ready bills have come back from two applications from National Grid of the 16 total.

- d. Aerial agreements have not been returned. Convenience store has had lawyers review. Gerrys will be prompted to come in immediately.
- e. Town Hall work next actions
 - i. Doug will draft the scope of work
 - ii. Cheryl will generate the procurement document including items identified for inclusion
 - iii. WG&E has been approached as project manager. Bob will follow up with pricing.

3. Status of NEE

- a. Contract for the NEE Construction firm ready for sign ups.
 - i. **ACTION TAKEN:** Recommend O'Bear Construction for the NEE to the Selectboard to sign. Approved Unanimously.
 - ii. Logistics for the builders
 - 1. Confirm the process for the contractor hours w/ Selectboard
 - 2. What hours the building is open, Monday - Friday.
 - 3. How is the process for accessing the basement?
 - iii. Cheryl will coordinate the schedule with O'Bear

4. Status of Distribution Network

- a. Continue Drop Policy Discussion
 - i. No further discussion

5. Communication

- a. Mary Ellen has received the administration of the Facebook page.
- b. Cheryl and Mary Ellen will meet to review the page updates needed.

6. Status of Wired West Refunds

- a. No new information

7. Status of additional funding sources

- a. Regional representatives are writing a note in support of our application as a regional diversity measure.

8. Any other business not reasonably foreseen 48 hours in advance of meeting

- a. Figure out a good process for reconciling the balance of the Broadband Financial accounts.

Next meeting Monday, August 5 @ 6PM

Meeting adjourned 8:11 PM