

## **CHARLEMONT BROADBAND COMMITTEE**

**Monday, August 5, 2019 at 6:00 pm at Charlemont Town Hall.**

**Attending: Trevor Mackie, Mary Ellen Banks, Bill Tucci, Bob Handsaker,  
Cheryl Handsaker**

**Guest: Phil Banks**

**Missing: Doug White, Ken Hall**

**Called to order 6:05**

**1. Approval of minutes from 7/29/2019**

- a. ACTION TAKEN:** Minutes approved unanimously

**2. Status of Make-Ready**

- a. Contract with FRCOG for the procurement of roadway conduit on Hawk Hill Rd. and Heath Stage Terrace**
- i. Waiting on final details for the procurement document from WG&E
  - ii. Contractors have been notified about the DigSafe markings
  - iii. WG&E will check if delivery was included in the cost estimates
- b. Utility Pole MakeReady Estimates**
- i. Another B2 has been received.
  - ii. Bill Ennen has asked for a letter about the issues with National Grid.
- c. Railroad crossings**
- i. 151 West Hawley Rd
    - 1. Could be a wireless link - clear shot for point to point.
    - 2. Look at maintenance and operation if this is the decision.
    - 3. Bill has agreed to drive this one forward
  - ii. Long Bridge
    - 1. Reroute to Rt 8A, another pole will be needed.
      - a. Town pole or National Grid to move the pole
      - b. WG&E will ask Amy Sullivan if the pole will be moved.

- c. **ACTION TAKEN:** Broadband Committee approves the solution to move the Long Bridge railroad crossing to the public way. Approved unanimously.

iii. South River Road

1. Reroute the design to use Verizon path rather than National Grid.
  - a. Price for doing the additional base maps for the Verizon poles
  - b. Tree trimming?
  - c. **ACTION TAKEN:** Broadband Committee approves the solution to eliminate the South River Road railroad crossing by licensing the Verizon poles on South River Road. Approved unanimously.

iv. Tower Road

1. Reviewed the design from WG&E is to set 8 new utility poles to avoid the railroad crossing on the east end of Tower Road with one in the public way at the west end of Tower Road.
  - a. Need to move ahead quickly on the pole hearings.
  - b. **ACTION TAKEN:** Broadband Committee approves the solution to install 8 new utility poles on Tower Road to eliminate the railroad crossing on the east end of Tower Road and replace it with one in the public way at the west end of Tower Road. Approved unanimously.
  - c. **ACTION TAKEN:** Recommend to the Select Board that they initiate a pole hearing for the proposed 8 new poles on Tower Rd. Approved unanimously.

v. Possible additional pole hearings

1. Do we need a hearing to site a pedestal/ field split mounting? WG&E will be approached as to whether any field split cabinets would require these hearings (East Oxbow, Woodland Park, Warner Hill).
2. Do we need a pole for Long Bridge crossing?

- vi. Eagle One - we need to know where to crossing will be before deciding about engaging this team. Trevor reached out to Wendell to get a sense of the value of this engagement.
- d. Town Hall Exterior
  - i. Aerial easements
    - 1. 4-Family convenience - Bob is in conversation with the lawyers and will follow up again tomorrow.
    - 2. Gerry's
      - a. Check in with Ken regarding the next actions.
      - b. We will check with Kathy to determine if this is complete.
      - c. Priority for moving forward
  - ii. Procurement
    - 1. Cheryl is preparing the draft contract without the Scope of Work. She will circulate by Wednesday. Draft can be reviewed in Drive
  - iii. OSHA requirement
    - 1. We can waive the requirement for this project because we are expecting this to be less than \$10,000.
    - 2. Andrea has sent information about the required training which Bob has forwarded.

### **3. Status of NEE**

- a. Obear would like to do the work in late August/ early September.
- b. Appoint a single point person for this construction.
  - i. Trevor will serve as the point person for this task.
- c. Request a second basement key
  - i. ACTION TAKEN: Request a copy of the key to leave for folks meeting the contractor. Approved unanimously.
- d. Status of bulkhead access
  - i. Bob will follow up with Kathy for the next action and timeline.
  - ii. August access may be needed.

### **4. Status of Distribution Network**

- a. No progress on the edge case agreement with Heath

**5. Continue Drop Policy Discussion**

- a. No discussion on Drop policy

**6. Communication**

**a. Phone number**

- i. Remove it from the listing and recommend email.
- ii. Consider adding a voicemail box for MLP but we need to have a monitor it.
- iii. Test drive the Google Voice number for Broadband.

**b. Facebook**

- i. Mary Ellen and Bob are administrators
- ii. Page refresh has been successful.

**7. Status of Wired West Refunds**

- a. Additional refunds have been processed
- b. Trevor will send a new address.
- c. Trevor has asked about the status of bulk refunds

**8. Status of additional funding sources**

- a. Reconnect: Cheryl will follow up with George Krivda about recommendation

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

- a. Town Administrator desired role and responsibilities
  - i. Bob volunteered to serve as representative.
  - ii. ACTION TAKEN: Committee is unanimous in favor of a strong administrator.
- b. Tower Rd bridge
  - i. Approved the waiver of the cost of a “utility tray” on the tower road bridge.
  - ii. Public hearing on Aug 15 at 7PM. Cheryl will attend to answer any broadband questions.
- c. Historic Commission Letter
  - i. Cheryl will follow up with Bill Coli regarding the letter we received.

Next Meeting: Monday, Aug 12 @ 6PM in library.

Adjourned at 8:45