

CHARLEMONT BROADBAND COMMITTEE

Monday, December 16 at 6:00 pm at the Tyler Memorial Library.

ATTENDING: Trevor Mackie, Bob Handsaker, Mary Ellen Banks, Doug White, Cheryl Handsaker

MISSING: Ken Hall, Bill Tucci

1. Approval of minutes from 11/26/2019

- a. **ACTION Taken:** Minutes approved unanimously
- b. **ACTION Taken:** Meeting notes from 12/9/19 approved unanimously

2. Status of NEE

- a. Status of Obear contract
 - i. Bob has sent an email reminder.
 - ii. Due for completion on January 31.

3. Status of Make-Ready

- a. Town Hall Exterior
 - i. Danek Construction is working with Kathy Reynolds to complete the paperwork to collect payment.
- b. Railroads
 - i. Long Bridge
 - 1. Communicate about engaging Osmose and checking with National Grid about the approach.
 - 2. Next action - raise issue with WG&E on Friday. Put pressure on all to get this resolved.
 - ii. Tower Road
 - 1. No update needed until Spring bid.
 - iii. South River Road
 - 1. Everything is on track - make-ready will be done along with other make ready.
 - iv. West Hawley Road residence

4. Status of Distribution Network

- a. Next actions on design Heath Stage Terrace and Hawk Hill Rd.
 - i. Check with WG&E as to whether this will be undertaken as an IGA.
 - ii. When will this be contracted?
 - iii. Bob will ask Amy about how accrual works if the bid is awarded but a start is after the beginning of July?

- iv. Is the design is complete?
 - b. Slack fiber loop project
 - i. Doug discussed slack loops - only needed on the larger bridge projects - small culverts is not needed.
- 5. Project Schedule Update**
 - a. Discussed moving forward more quickly toward construction bid package.
- 6. Project Finance Update**
 - a. Payments/ Income of Broadband project
 - i. In the queue for the make-ready payment of \$432,000.
 - b. Status of additional funding sources
 - i. Cheryl will access the PDF version of the application.
- 7. Drop Policy Discussion**
 - a. Continue Drop Policy Discussion
 - i. Bob will review and amend the document for review.
- 8. Communication Notes**
 - a. Workshop planning?
 - b. Wired West communications with folks without provided email contact information
- 9. Any other business not reasonably foreseen 48 hours in advance of meeting**

December 23, 2019 @ 6PM

Meeting adjourned 7:36