

## **CHARLEMONT BROADBAND COMMITTEE**

**Monday, April 20, 2020 at 6:00 pm**

**Meeting held via conference call**

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

**MISSING: Ken Hall, Bill Tucci**

### **1. Approve Minutes and Meeting Notes from 4/13/2020**

- a. ACTION TAKEN: Approved minutes unanimously**

### **2. Status of NEE**

- a. Update on Construction Progress
  - i. No contact from Bob Obear
  - ii. Extension letter is being drafted.
  - iii. Extension selectboard agenda for next week
- b. Guy wire in front of the town hall for traffic calming
  - i. Trevor provided plans and told them there was a tracer wire installed.
  - ii. Should we be doing something as a town to register conduit with DigSafe?
    - 1. Doug will check on whether DigSafe is needed
- c. Power budget
  - i. Trevor has sent the power budget to Dennis Annear

### **3. Status of Make-Ready**

- a. Railroads
  - i. Long Bridge
    - 1. Talked to EOHEd on Friday: Aerial solution is a 'bird in the hand' solution with pricing
    - 2. Underground is less desirable.
    - 3. Osmose has given us clear cost for a 6 pole solution >\$40,000, design from Osmose will take a couple of weeks. Needs to complete design and 'run it by National Grid.
    - 4. We can possibly add the poles to the existing application.
  - ii. Tower Road
    - 1. Waiting for IGA from WG&E
  - iii. West Hawley Road residence
    - 1. No update.

**b. Status of utility applications**

- i. Hold the check for Grid at this time.
- ii. Bob will check if we are holding up the Make-Ready

**4. Status of Distribution Network**

**a. Status of the distribution network construction procurement**

- i. Contact is signed and the \$185,000 is in the bank.
- ii. Bob reached out to TriWire
  - 1. One day of flagging per crossing
  - 2. Scheduling it as soon as possible.
  - 3. Design approval is needed from RR, change order for the construction at Long Bridge.

**b. Path preparation status**

- i. Procurement did not go out. No response to multiple inquiries via phone, email and text.
- ii. Use trench patch language for other pavement projects.
  - 1. Heath Stage Terrace
  - 2. Hawk Hill Rd.
  - 3. Warner Hill Rd.
    - a. Ledge is flush with the ditch, across the pavement diagonally makes sense.
    - b. Change the design to have a diagonal pavement cut rather than straight across
    - c. Could go over or under the culvert.
    - d. Trench patch should be forwarded to Gordon Hathaway for review.
    - e. Do we want a new pole on the right side of the road higher up?
      - i. Another contractor to set a pole
      - ii. Town owned poles are our responsibility.
      - iii. Pole hearing

**c. Status of Rowe**

- i. Trevor and Cheryl has been make changes
- ii. Look at the splice points - no fiber going from Davenport Rd. to Maxwell. Who owns the cable that we will need to reach the Rowe cable?
- iii. Charlemont will own the splice cost

**5. ISP Discussion**

**a. Review of the contract**

- i. Backhaul fee is not determined in the agreement

1. WG&E are going to add this to the wholesale bandwidth costs. Second GB MBI + 20%. Clarified from WG&E.
- ii. Circuit path to middle mile
  1. Billed from WG&E is on top of the items.
- iii. Commercial wholesale rates
  1. Clarification of the Commercial Rates
  2. What would be the time to burst?
- iv. Separate contractors for repair?
  1. Existing towns, network miles / town- divided this by 10000. Cost is per network miles. Two crews will always be available but the cost will keep going down.
  2. Clarification - what repair and maintenance policy in the base contract?
- v. Union's minimum call out time, storm duties or other special rates?
  1. Clarification on the Union rules
- vi. Major repairs calling in contractors will charge us 6% management fee
  1. Clarification of the repairs section
- vii. Marketing Support - missing area
- viii. Terms of use - cannot use more than 1000 GB of use / subscription period
  1. What is the subscription period?
  2. No copy of the subscriber agreement
  3. Definition of reselling services
  4. Monitoring of illegal sharing?
- ix. Demarcation point
- x. Last paragraph of Section 12
  1. Clarification on what this whole section means?
- xi. Section 16
  1. Separately contracted NO?
- xii. Exhibit C
  1. ONT cost check if part of drop costs
  2. Charlemont will provide space for WG&E equipment? What is this?
- xiii. Exhibit E
  1. Clarification of the consultation fee for drop cost? Is there a fee for triwire consultation?
  2. DigSafe will charge \$85 to mark the conduit path.
- xiv. Ooma total taxes and fees
  1. What are these?

## **6. Project Schedule Update**

- a. Project plan review

## **7. Project Finance Update**

- a. Payments/ Income of Broadband project
  - i. Unibank meeting last Friday. Agreed to provide information with Unibank
  - ii. Working on budget and cash flow document to share with Finance Committee and Unibank.
  - iii. \$400,000 before Distribution Network
  - iv. 1.7 Million will once Distribution Network is complete
  - v. Still in conversation about the financing approach
- b. Status of additional funding sources
  - i. Exploring additional COVID-19 related funding.

## **8. Communication Notes**

- a. Workshop planning?
- b. Wired West communications with folks without provided email contact information

**Next meeting:** Monday April 27, 2020 @ 6PM, computer connections, BYOB and open with celebration!

Adjourned 8:27 pm