

CHARLEMONT BROADBAND COMMITTEE PUBLIC MEETING

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

MISSING: Ken Hall

1. Approve Minutes and Meeting Notes from 9/8/2020

- a. Minutes approved
 - i. Trevor - yes, Cheryl-yes, Bob-yes, Doug - yes, Valentine - yes, Mary Ellen - yes

2. Status of Make-Ready

- a. General Status
 - i. Verizon - new tracking sheet from Verizon. 4 of 17 completed.
- b. Long Bridge
 - i. No update from Pan Am.
 - ii. One way we could be moving forward is by having TriWire run the innerduct over the railroad track.
- c. Tower Road
 - i. Bob is following up with the town regarding insurance requirements for contractors. This is going to be discussed at the Select Board.
 - ii. WG&E has approved the pole set on Tower Rd.
 - iii. Bob reached out to Lanoe regarding prevailing wage waiver and also to send a bid via email.
 - iv. Bob will ask the Select Board about how to proceed.
 - v. ACTION TAKEN: Recommend that, if possible, the contract be award to Ben Niles for the emailed quote at \$5400 awarded by the MLP Manager, or Select Board if needed.
 - 1. Trevor - yes, Cheryl-yes, Bob-yes, Doug - yes, Valentine - yes, Mary Ellen - yes
- d. West Hawley Road residence
 - i. Trevor has been in touch with National Grid regarding an unmetered service at that location or perhaps a streetlight.
 - ii. Considered solar application as well, which might be less expensive.
- e. Town Hall Exterior
 - i. No update.
- f. Town Hall Interior
 - i. Email from Dennis regarding the electrical conduits. Nothing has been done yet. EMD has not been in touch with a follow up.
- g. Heath Stage Terrace
 - i. Invoice for payment submitted.

- ii. Surplus materials were returned and we are anticipating a credit for surplus materials. Project management and materials are in progress.
- h. Hawk Hill Rd
 - i. No update from National Grid.
 - ii. Bob will follow up.
- i. Warner Hill Rd.
 - i. Danek Excavating
 - 1. Bob has spoken to Tom Danek about the change order for the underground work has been adjusted due to the poles.
 - 2. The credit will be approximately \$2600 as a per foot chart.
 - 3. Estimated start date on Wednesday, at least two weeks of work.
 - 4. Highway Superintendent has said that this timeline will work.
 - 5. Highway department will dig a couple of test holes to check for ledge. Bob will follow up.
 - 6. WG&E will be on site one or two times per week during active construction.
 - ii. Easements
 - 1. Doug has prepared drawings for the easements.
 - 2. The easement should not be perpendicular to the road but balancing the force of the new fiber.
 - 3. Sketch from Broderick may not be to scale. Note on unmonumented layout.
 - 4. Bob will check with the attorney about whether it is two separate filings due to separate tax parcels.

3. ISP Contact

- a. Update on contract and amendment draft
 - i. Rich Carnall is reaching out to John Leary regarding the 1 year term and follow up with our intentions via email.
- b. ISP agreement includes drops, costs based on TriWire as the drop contractor.

4. Fairground Hotspot

5. Drops

- a. Can we get the drops done in advance?
 - i. Possibly higher cost?
 - ii. Might not be faster because we couldn't save enough time but we improve the overall timeline.
 - iii. Cheryl will reach out to Access Plus to see if they could be an installation contractor.
 - iv. Can it be tested prior to the having a connection?
 - v. Would there be an issue with fiber installed from the perspective of people?
 - vi. White Mountain Cable might have capacity (but we don't know)

- b. Update on one-page document
 - i. No update. Cheryl will reach out on what is needed for this one-page.
- c. Material storage
 - i. Trevor reached out to the Connex people - \$900/year or about \$4000 to buy it outright.
 - ii. Trevor reached out to the highway department to see if they have storage available.
 - iii. WG&E conversation regarding external conduit storage. Perhaps store this at Joe Rae's? Trevor is reaching out for storage.

6. Presubscription Prep

- a. Signup order by FSA
 - i. How to prioritize?
 - ii. How important is first come first serve by FSA?
- b. Installers available
 - i. 11 Installation crews across all towns, growing to 16 crews by the end of the month. Two installations / day / crew. Long tail on the installations.
- c. Splicing and testing could be simplified. Could this be subcontracted independently?
 - i. Maybe. We should look to other providers? Could this be paid separately?

7. Project Finance Update

- a. 2021 budget update
 - i. Plan is still to borrow by the end of October
 - ii. Special Town meeting in November
 - 1. Preparing for the warrant articles
 - 2. Preliminary conversation needed? Bob will reach out.
 - 3. Information Session needed?
 - a. Check with the Select Board regarding plans for existing items
 - b. Small group might only bring out people that are already in favor.
- b. Status of additional funding sources
 - i. Non-governmental sources
 - 1. No update.
 - ii. CARES Act Funding
 - 1. Cheryl will meet with Jessica Atwood tomorrow at 3PM
 - iii. USDA Grant
 - 1. WG&E can take possession of the electronics on our grant provided the access for inspection remains in place and also carry appropriate insurance to cover the items.
 - iv. Community Compact IT Grant for Broadband
 - 1. Bob met for a discussion with Marguerite Willis
 - 2. Marguerite will reach out to the grant administrator to see what could be funded

3. Consider drops to the municipal buildings? Look toward transfer station and fairgrounds for drop funding.

8. Project Schedule Update

- a. Project plan review

9. Communication Notes

- a. No update

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

- a. West Oxbow Rd. bridge replacement
 - i. Could you be done by May or after Fall. If at the same time, coordination needed.
- b. Town email address for Valentine
 - i. Has been requested, in process.

Next meeting, Monday 21 @ 6PM

Meeting adjourned 8:09 pm