

CHARLEMONT BROADBAND COMMITTEE

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

MISSING: Ken Hall

GUESTS: Bill Coli

1. Approve Meeting Notes from 12/28/2020

- a. **ACTION TAKEN:** Cheryl-yes, Bob-yes, Valentine - yes, Mary Ellen - yes, Doug - yes, Trevor-yes

2. Status of Make-Ready

- a. General
 - i. Rideouts have been completed by National Grid and there is a master list. Schafer Way has been completed.
 - ii. The list has been forwarded to MBI to remediate.
 - iii. Bob has asked EOHED if it would be helpful to have the Select Board write a letter of concern about the schedule coordination with the traffic calming project.
- b. Railroads
 - i. No updates.
- c. West Hawley Road residence
 - i. No update.
 - ii. Bob did follow up with Chris Gray to let him know we're reaching out to other vendors.
- d. Town Hall Exterior
 - i. No update. No update expected until spring.
- e. Town Hall Generator
 - i. Trevor reached out about the Broadband Committee doing the work. No update from that conversation, but we expect to discuss at select board meeting tonight.
- f. Hawk Hill Rd
 - i. No update.
- g. Warner Hill Rd.
 - i. Fiber markers
 1. Flexible fiber markers about 4" high, 1/4" wide (set up fees for small items)
 2. What do we want it to say: Town of Charlemont's fiber, add a phone number for information
 3. Shipping costs will be followed up upon.
 4. Asked Gordie about the location of the items.
 5. Try to mark the vaults
- h. South River Rd.
 - i. Niles insurance will be raised at the Select Board meeting tonight.

3. Distribution Network

- a. Address discrepancies from assessors data
 - i. Check the items in the spreadsheet
- b. Dirt Roads
 - i. Follow up this week.

4. Hub Electronic & Racks

- a. Todd will be back into the building on Thursday

5. Drops

- a. Contract
 - i. Will go before the Select Board tonight.
- b. ConCom
 - i. Weds night at 6:30 will be on the agenda with the PPR report.
 - ii. WG&E will be attending.

6. Subscription Campaign

- a. Did not go live without a committed schedule.
- b. FAQs were not accessible to check

7. Project Finance Update

- a. Meeting is set up with Unibank
- b. No update on the Stripe Bank Account
- c. Cash Flow projections have been updated and included in the year end report

8. Project Schedule Update

- a. Expecting and FSA by FSA schedule from WG&E

9. Communication Notes

- a. Facebook is getting some attention and is holding steady.

Next meeting January 11 @ 6PM

Adjourned 6:58 to join Select Board Meeting