

## **CHARLEMONT BROADBAND COMMITTEE**

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

**MISSING: Ken Hall**

### **1. Approve Minutes and Meeting Notes from 3/1/2021**

#### **a. Approve Minutes and Meeting Notes from 2/15/2021**

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

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

- a. West Hawley Road residence
  - i. No update
- b. Thunder Mountain Road residence
  - i. All payment has been sent.
- c. Town Hall Exterior
  - i. No update
- d. Town Hall Generator
  - i. No update
- e. Hawk Hill Rd
  - i. No update
- f. Warner Hill Rd.
  - i. No update

### **3. Distribution Network**

- a. Status
  - i. All strand and fiber is up in the traffic calming area
  - ii. TriWire is working on S. River Rd and the rest of FSA 01

### **2. Hub Electronics**

- a. No update
- b. Bulkhead door
  - i. Town Administrator to bring to Select Board

### **4. Drops**

- a. ConCom update
  - i. RDA has been submitted as paper copies in triplicate as required.
- b. Schedule for underground consultations still unknown
- c. 60 South River Rd
  - i. Bob reached out to property owners and condo association. Significant interest in the service, willingness to explore MDU shared installation. WG&E are preparing a cost estimate.

### **5. Commercial Pricing**

- a. Still working on setting up a meeting

**6. Subscription Campaign**

- a. Information Session
  - i. Review slides
- b. Subscription Update
  - i. Expanding the circle
  - ii. FAQ document
- c. CRM System Changes
- d. Marketing update
  - i. Banners and lawn signs are in
  - ii. Tri-fold brochures are here and available at Avery's
  - iii. 20% subscribed
  - iv. Tax bill insert?

**7. Project Finance Update**

**8. Project Schedule Update**

**9. Communication Notes**

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