

## **CHARLEMONT BROADBAND COMMITTEE**

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

### **1. Approve Minutes and Meeting Notes from 4/12/2021**

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

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

- a. West Hawley Road residence
  - i. No update. Next action is with WG&E.
- b. Thunder Mountain Lane residence
  - i. Verizon application has come back.
  - ii. National Grid application still outstanding.
- c. Town Hall Exterior
  - i. No updates
- d. Town Hall Generator
  - i. Sarah Reynolds is scheduling next actions on the generator. Tom Danek will be doing the work.
- e. Hawk Hill Rd
  - i. Poles are in and primary electric is in. Secondary is in progress. These are joint owned poles.
  - ii. WG&E will check the poles for an application to attach. Leases are needed and attachment heights need to be assigned.
- f. Tree trimming at Shunpike
  - i. Lanoue Tree Service has looked at this project and will provide an estimate.

### **3. Distribution Network**

- a. FDA 05 easement was started today.
- b. Discussed state money to speed up the construction
  - i. Reassessment in terms of any risk.
  - ii. Discussion with Select Board members scheduled for tomorrow.
- c. South Street was checked and confirmed as correct.
- d. NJUN IGA for the next time.

### **2. Hub Electronics**

- a. MBI will connect up but not charging us in advance
- b. MBI will be in week of May 17, with WG&E coming in the week of May 24.
- c. We will want to start locking the door
- d. Key access for WCF, MBI, Charlemont

- e. Insurance rider needed to cover the additional electronics in the hub once it is turned over to Charlemont. Target June 1.
  - i. Network insurance requires confirmation of pole counts and miles of fiber in addition to the maintenance agreement.
  - ii. Do we include the drop fiber? Trevor will check with some other towns about including this.
  - iii. What's covered under the network insurance (labor? Other items?)
  - iv. Doug will follow up with MIIA on the hub insurance and the network insurance.

#### **4. Drops**

- a. Schedule for underground consultations beginning on June 1.
- b. ConCom process is now in place. Bob will follow up with WG&E
- c. South River Rd condos
  - i. Waiting on estimate from WGE for the total cost.
- d. Find dedicated time with Caitrin outside of construction meeting to discuss commercial pricing, overhead installations, and EBB items as a starting point.
- e. Fiber will be run to the pole for W. Hawley Rd residence and can be used if service is provided (no design updates needed).

#### **5. Commercial Pricing**

- a. WG&E has the next action. Bob will follow up.

#### **6. Subscription Campaign**

- a. Subscription Update
- b. Outreach update & next actions
  - i. Approach school families & renters once EBB is ready.
- c. Specific outreach items:
  - i. Heath Stage Terrace. Bob to work with Cheryl on this.
  - ii. Banners: One is at Averys. One at box factory (deliver to Doug who will try building a frame)
- d. Transient renters and landlords.
  - i. Improve properties with town monies.
  - ii. EBB is coming.
- e. Press release will be coming out in the West County Shopper (with help from Mary Ann Adams)
- f. Ken will reach out to Woodland Trailer Park to access the best way to connect everyone
- g. Ken will reach out to Santos/Hayward in the west
- h. JS Rae lawn sign?
- i. Town Hall, School for lawn signs?
- j. Cheryl will write up data privacy conversation with Val for committee review
- k. Prepare outreach materials and planning for town meeting

#### **7. Project Schedule Update**

- a. Early adopters in FSA 01: Ken, Sarah?, Avery's?, Pizza Place?
- b. On track to be complete in June, serving customers in July

**8. Project Finance Update**

- a. Authorization from the Treasurer is needed but the State House notes are on track for May borrowing.
- b. Discussed call to legislators to help cover debt relief - folks can call.

**Meeting adjourned 7:58PM**