

CHARLEMONT BROADBAND COMMITTEE

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

MISSING: Ken Hall

1. Approve Minutes and Meeting Notes from 4/19/2021

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

2. Status of Make-Ready

- a. West Hawley Road residence
 - i. Bob reached out to the homeowner since they have left multiple messages about taking service.
 - ii. Trevor has reached out to Grid regarding powering the transmitter.
- b. Thunder Mountain Lane residence
 - i. No update.
- c. Town Hall Exterior
 - i. No update.
- d. Town Hall Generator
 - i. It is on-schedule. Danek Excavating will be doing the installation.
- e. Hawk Hill Rd
 - i. WG&E has measured and is updating the design. Should be submitting a pole application.
- f. Tree trimming at Shunpike
 - i. WG&E was preparing the application and found a bad pole at ShunPike. Ask WG&E will ask for a pole replacement there. The one right at the river is having issues at the end. Perhaps Grid will do the tree trimming.

3. Distribution Network

- a. Insurance update
 - i. Doug has spoken to the agency on both topics.
 1. Equipment room - final confirmation of the cost of the equipment and the date to begin insuring this. Kathy should be able to proceed, vote is not expected to be needed. Bob will write an email to move things along.
 2. Exterior plant - a couple of open questions waiting on the insurance professional. WG&E maintenance agreement: Bob will send. Trevor will follow up on the drops.
- a. NJUN IGA for the next time.
 - i. Reviewed the process and contract related to NJUNS and DigSafe.
 - ii. **ACTION TAKEN:** Adopt or recommend to the select board (whichever is required) that they sign the IGA for DigSafe services add on agreement with WG&E.
Cheryl-yes, Bob-yes, Valentine - yes, Mary Ellen - yes, Doug-yes, Trevor- yes

2. Hub Electronics

- a. Insurance update - covered above.
- b. On track, lining things up for May 17, May 23
 - i. MBI will be doing the work to connect to the hub

- ii. WG&E will confirm fiber and test MBI connection.

4. Drops

- a. Schedule for underground consultations
 - i. WG&E has reached out to the conservation commission. Scheduling test runs in the first week of May.
- b. MDUs
 - i. Let them know about JS Rae and also about S. River Rd.
 - ii. Bob has been following up with Landlords. Several of these have been contacted about the larger MDUs.
 - iii. Ken checked in with Mossman re: Woodland Park to check on this large MDU.
 - iv. South River Rd condos - WG&E has been out and accessed the installations.
 - v. Mohawk Park service for 16 units for wifi throughout the campground. We also have a requirement to have a street number.

5. Commercial Pricing

- a. Val will work on this this week. Bob will set up a meeting with Caitrin to discuss.
- b. Bob reached out to the AAC on Friday.
- c. WG&E wants to continue the commercial pricing. Frame the question with John Leary and try to come to closure.
- d. Bob will follow up with Berkshire East regarding other businesses
- e. Bob will try to schedule a call with the network engineer.

6. Subscription Campaign

- a. Subscription Update
 - i. EBB is going to be offered. Investigating bringing this to Charlemont with no commitment. FCC may be slipping with getting this out.
 - ii. Wait on the service dates before we do door to door.
 - iii. Cheryl will reach out to realtors to update them on the projects.
 - iv. Do we want to have a landlord / tenant information session?
 - 1. Yes, when?
- b. Outreach update & next actions
- c. Data Privacy

7. Project Schedule Update

- a. So far on schedule.

8. Project Finance Update

- a. On track for closing borrowing.
- b. On budget

9. Communication Notes

- a. Prep for ATM - June 12

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

- a. Have we heard about in person meetings resuming?

