

CHARLEMONT BROADBAND COMMITTEE

ATTENDING: Bob Handsaker, Trevor Mackie, Doug White, Ken Hall, Valentine Reid, and Cheryl Handsaker

MISSING: Mary Ellen Banks

1. Approve Meeting Notes from 10/25/2021

a. ACTION TAKEN: Approve Meeting Notes from 10/25/2021

- i. Cheryl- yes, Bob- yes, Trevor - yes, Doug- yes, Ken - abstain, Val - abstain

2. Status of Make-Ready

a. West Hawley Road residence

- i. Cheryl will check with WCF regarding whether specs need to be known prior to attachment.
- ii. Cheryl will add to the OPS mtg agenda.
- iii. Check if there is customer-facing information and ask town to connect. - draft a response plan, review, and build a protocol as we go forward.
 1. What troubleshooting should we do before calling Access Plus for a repair?
 2. Written script to identify the protocol, only pay with protocol

b. Town Hall Generator

- i. Generator was apparently lost by the trucking company.
- ii. In the short term, we have temporary generator from Palmeri.

c. Shunpike

- i. Construction is complete at this time

d. Mountain Rd and other Verizon blockers

- i. All Verizon blockers are resolved, Triwire can move ahead with main cable on Mountain Rd.

3. Distribution Network

a. Construction Update

- i. FSA 02 is complete with the construction
- ii. FSA 03 is underway and most blockers are out of the way

b. Resiliency Update

- i. Meetings have begun discussions about the next redundancy phase
- ii. Might have a number of resources available to review any design from the town's perspective for appropriateness.
- iii. Cheryl will set an early morning meeting

c. Phone Service QoS

- i. Automation is not currently available, relies on human interaction
- ii. 24/7 monitoring is not currently available
- iii. Val will write this up and we can send it to WCF to solicit their agreement.

d. Hub Monitoring/ Emergency Response

- i. Bob replaced the drain line on the air conditioner and checked to make sure that it is not leaking.

- ii. Companies would entertain a smaller quote if they are contacted directly.
- iii. Be sure to partner with the Emergency Management Department to share monitoring. Val will reach out.
- iv. Val prepared the threat model for review. He will review with the Town Administrator and others.

4. Drops

- a. MDU Status: South River Rd condos, 122 Main
 - i. In process
- b. Underground Drops requiring communication?
 - i. Underground drops closing in 2 weeks - or earlier if it freezes
 - ii. 'Temporary overground' is a possible short-term solution and has been estimated at about \$150 in additional costs.
 - 1. **ACTION TAKEN: Recommend to the Select Board that the municipal fiber network offer the temporary overground solution but that the property owner has to pay the additional cost. Homeowner will be required to upgrade to an underground solution in the spring. The temporary overground cost will be billed in the spring as part of the upgrade.**
 - a. Cheryl- yes, Bob- yes, Trevor - yes, Doug- no, Ken - yes, Val - yes

5. Commercial Pricing

- a. FSA 05 businesses will be contacted this week

6. Subscription Campaign

- a. [Subscription Update](#)

7. Project Finance Update

- a. True up for make-ready in progress
- b. Monthly monitoring of the operational costs will begin

Next meeting on November 8 @ 6 PM