

CHARLEMONT BROADBAND COMMITTEE

ATTENDING: Doug White, Mary Ellen Banks, Bob Handsaker, Lora Fulton, Cheryl Handsaker, Ken Hall, Trevor Mackie

1. Approve Meeting Notes from 1/10/2023

1. ACTION TAKEN: Motion by Doug, seconded by Mary Ellen. Trevor: yes, Lora: yes, Doug: yes, Cheryl: yes, Mary Ellen: yes, Bob - yes, Ken- abstain

2. Project Finance Update

- a. [Review the operations budget](#) and process for development
- b. We walked through the budget and supporting documentation
- c. Committee agreed to spend the first hour of the next few meetings developing the budget.

3. Operations

- a. Consideration of [long-term ISP](#) contract with WCF and these [rates](#)
 - i. WCF has said the end of February is the deadline to make the decision on the long-term contract.
 - ii. Bob will send the summary of comments to the broadband committee to review
 - iii. WCF indicates a willingness to discuss the contract.
 - iv. Can we get a sense of the other towns are asking for in terms of changes? Maybe asking other towns about the items for retained maintenance agreement.
 - v. Schedule meeting with WCF to discuss the contract. Broadband committee to send availability for Feb 1-7.
- b. New construction policy
 - i. Considerations for network extensions.
 1. No update.

4. Drops

- a. Cold drops
 - i. All are completed
- b. Update on W. Hawley Rd. residence
 - i. This has been powered
 - ii. Customer installation will be complete with Access Plus and WCF to get them connected.
- c. Update on Plume box distribution
 - i. WCF has indicated that they are not selling these without exhausting all options.
 - ii. Next action:
 1. Set prices jointly - cost structure is not in line with what the customer is not being charged.
 2. Charge more money for the service so the town doesn't end up paying for the service.
 3. Survey customers

- a. Bob will reach out to customers with these boxes and see if the customers will speak to members of the committee
 - b. We'd like to see how many customer service calls before the box is deployed.
4. Invite WCF to meet with us
 5. Allow people to sign a disclosure indicating that there are other sources of the items.

5. Distribution Network

- a. Update on Stamper Boxes
 - i. Currently this runs quarterly for 7 days 6pm-midnight.
 - ii. They can run these tests more often for less time if this is helpful to our understanding.
 - iii. Validates consumer experience.
 - iv. Lora demoed a stamper box dashboard.
 - v. Total of hours (168 hours/ year/ box)
- b. Resiliency Update
 - i. 90 day window brings us to April
 - ii. Expected this would be available by the end of the fiscal year.
- c. Hub Monitoring/ Emergency Response Update
 - i. Add performance monitoring costs to the budget as well as uptime monitoring.
- d. FRCOG
 - i. Lora and Sarah will connect to engage with MBI
 - ii. It is important that Sarah does not want to spend time on this.

Next meeting, Jan 31 @ 6:30PM

Meeting adjourned 9:00 PM