

## CHARLEMONT BROADBAND COMMITTEE

**Monday, May 6, 2019 at 6:00 pm at Tyler Memorial Library**

**Attending: Mary Ellen Banks, Bob Handsaker, Trevor Mackie, Doug White, Ken Hall, Cheryl Handsaker**

**Missing: Bill Tucci**

### **1. Approval of minutes from 4/29/2019**

- a. **ACTION TAKEN:** Minutes approved unanimously.

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

- a. No update on the utility survey.
- b. National Grid utility contract moving forward glacially
- c. Vault information was circulated from WG&E that shows the detail of installation sent to Doug.
- d. Exterior preparation for town hall
  - i. Legal team has said they can include the easements for abutters in the contact.
  - ii. Doug has completed the exterior drawings for easements
  - iii. Doug wrote up the scope of work for the exterior site plan.
    1. 36" to bottom, 6" of sand, conduit, metallic tape for finding it with a metal detector.
    2. Spec for actual vault information will be sent to team
    3. Pole riser - when should the riser be installed? Now or when pulling cable? Who installs this riser? Who installs the sleeve? When is the sleeve included? Do we need a 10' riser on the pole?
    4. What happens if the conduit is in place and the pole needs to be replaced? Figure out after the reconciliation whether the conduit is placed.
  - iv. Planning Board Report from Trevor
    1. Emergency generator would need to go before the ZBA. Vault is unsure, since this does not impact the visual. But we

can contractually split the work. Trevor will reach out to schedule the meeting for the ZBA.

v. ConCom

1. Should we do the emergency generator and the exterior work. Will be checking with regional representative if we need an RDA or a request for determination. Again a unified plan should be submitted. June 5th is the application so that the plan should be complete and on May 22. Be sure to keep things moving.

vi. Historic Commission

1. Plan to meet on Weds.

vii. Hawk Hill & Heath Stage Terrace

1. Meeting scheduled for May 23, 2019 with residents.
2. Bob will check with Carlene for a list of residents in the roads.
3. Stated policy for distribution network is that the town will pay for the least expensive fiber option. Intention is that we will build the distribution network to reach every home.
4. Broadband Committee will check on the PPR report for the distribution network on Hawk Hill rd affected area and Heath Stage Terrace.
5. Trevor has not gotten a response from Gordie Hathaway about the Hawk Hill Rd. review.
6. Police chief, emergency management need to understand that there is only one way in and out of the road. Trevor will connect with the Police Chief for road closures.

### **3. Status of NEE**

- a. Doug is working with Andrea Wood on the procurement
  - i. Contract for the Selectboard
  - ii. Town employee that would do the collection of certified payroll? Need someone to receive paperwork on our behalf.
  - iii. Date of completion no later than October 31, 2019. Doug will ask Andrea about the appropriate.

- iv. Are we required to take the lowest bid? Can we use reputation or other subjective criteria to help us evaluate and learn from the bidders.
- v. Selectboard and MLP will sign the contract to move forward.

**4. Status of Distribution Network**

- a. Rowe edge cases and IGA agreement. 30 fibers for Charlemont. We want 12 fibers - 8 fibers for IRU and then 4 fibers for town interconnect.
  - i. Action Taken: Consensus of the Broadband committee is that it is fair to ask each town to move forward with the maintenance on our side of the border.
- b. Bob will be looking to Heath for the same broadband deal.

**5. Continue Drop Policy Discussion**

- a. No new information.

**6. Status of Wired West Refunds**

- a. No new information.

**7. Status of additional funding sources**

- a. No new information.

**8. Communication**

- a. Facebook Page
- b. Mailing list and website to be launched

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

- a. Ken will reach out to Hawley regarding WiValley pole.

Next meeting May 15 at 6PM at Berkshire Pizza