

CHARLEMONT BROADBAND COMMITTEE

There will be a public meeting of the Charlemont Broadband Committee on Tuesday, October 15, 2019 at 6:00 pm at the Charlemont Town Hall.

ATTENDING: Trevor Mackie, Doug White, Mary Ellen Banks, Cheryl Handsaker

Guest: Phil Banks

1. Approval of minutes from 10/7/2019

- a. **ACTION TAKEN:** Approved unanimously

2. Status of NEE

- a. Status of Obear contract
 - i. Nothing has happened.
 - ii. We will wait to push on this until the exterior work is ready.

3. Status of Make-Ready

- a. Status of utility applications
 - i. One outstanding utility application. This is delaying the access on accessing the last-mile contingency funds
- b. Town Hall Exterior
 - i. Marguerite has asked for a quick meeting regarding the hole in the wall
 - ii. Reached out to the EMD to plan for access to the basement through the wall. Planning for the work to install the generator.
 - iii. Site visit, initial pre-construction meeting with Danek Excavation.
 - 1. Conduit location through the wall is exposed in the basement.
 - 2. Defined the area of the easement
 - iv. Add to Selectboard agenda to ask Highway Dept. to use the forklift or bucket loader to save the town \$800.
 - v. Anticipate 2-3 weeks to construction.
- c. Railroads
 - i. Long Bridge
 - 1. Grid & WG&E are planning to schedule a meeting to review the pole location. No status update.
 - ii. Tower Road

1. WG&E working on Tower Rd. drawing. Trevor sent information from the RR Crossing to WG&E. WG&E will send drawings to Eagle One.
2. Confirm an as-built design delivered at the end.
3. Check on design update for bid documents
- iii. South River Road
 1. Pole application is still outstanding. No update.
- iv. West Hawley Road residence
 1. Outside hardened ONT specs provided. Sent to Chris Gray.
- v. Eagle One contract
 1. Agree hourly rate could save money with a not-to-exceed the fixed package price.
 2. Scope of services for the estimated 2 hours of work
 3. MLP manager to determine satisfaction with the terms and move forward.

4. Status of Distribution Network

- a. Update on design Heath Stage Terrace and Hawk Hill Rd.
 - i. Selectboard meets on Monday to determine design path
 - ii. Outreach to the residents about taking service. Cheryl will send another outreach email.
 - iii. Overlap of the Traffic Calming and our Make-Ready applications
 1. 28 poles shown on both DOT plans and our applications.
 2. It looks like the make-ready is currently attributed to Charlemont.
 3. WG&E will raise this with DOT to insure there is no double billing.
 4. Charlemont and WG&E have brought this to the attention of EOHED.
 5. WG&E project tracking report is being prepared. Who is the audience?
- b. WG&E Contract for Distribution & PM
 - i. Discussion of the labor and materials costs.
 - ii. Ask Selectboard to add discussion points to the agenda.
 - iii. Ask Bob to run both scenarios of equipment purchase through the project spreadsheet.
 1. Is there an estimate of material costs? Whose numbers are in the BOM?

2. Hut electronics procurement?

5. Project Schedule Update

a. No update

6. Project Finance Update

a. Status of additional funding sources

i. Nothing Christine Kimball

ii. Additional MA state money for building out house connection

7. Continue Drop Policy Discussion

a. Review of existing policies as available.

8. Communication Notes

a. Send article about new state funding

b. Email from West County reporter from the Recorder- Trevor will reach out

9. Status of Wired West Refunds

a. Communications with folks without provided email contact information

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

Next Monday, October 21 @ 6PM in the Tyler Memorial Library.

***To the extent known at the date of posting notice**

Posted on or before 10/11/19 by: C.P.H.