

## CHARLEMONT BROADBAND COMMITTEE

Monday, January 27 at 6:00 pm at the Charlemont Town Hall.

**ATTENDING:** Bob Handsaker, Trevor Mackie, Doug White, Cheryl Handsaker

**MISSING:** Mary Ellen Banks, Ken Hall, Bill Tucci

### **1. Approve Minutes and Meeting Notes from 1/13, 1/20**

- a. ACTION TAKEN: Minutes for 1/13/20 approved unanimously
- b. ACTION TAKEN: Meeting Notes for 1/20/20 approved unanimously

### **2. Status of NEE**

- a. Update on Construction Progress
  - i. Trevor approved the mounting of the generator outlet in the plywood window. Approved the relocation of the power coming in above the circuit breaker box, transfer switch will be mounted above.
  - ii. Clearances around the breaker box, cover needs to open 90 degrees and have 3ft in front. We think it's 18" on the side.
  - iii. Lights, we agreed that a 2ft light will replace the 3ft light.
- b. Contract/ Change Order/ Invoice
  - i. Change order seems excessive, ask for breakdown
  - ii. Schedule of draw-down front-loading seems out of proportion to work complete
    - 1. AC unit has not been received. Electrician has not completed wiring.
    - 2. Walls and layout are not complete - doors & painting and some mud

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

- a. Status of utility applications
  - i. Charlemont traffic calming - EOHED is watching the project carefully. We are still holding the invoice.
- b. Town Hall Exterior
  - i. Work out the cover of the fiber vault with WG&E
- c. Railroads
  - i. Long Bridge
    - 1. Osmose committed to sending the estimate for services by eod today.
  - ii. Tower Road
  - iii. South River Road
  - iv. West Hawley Road residence
- d. Bridges
  - i. Slack Loop review/ additions

1. Additional notes have been added to support finding the correct stream crossing.
2. Reviewed Bob and Trevor's notes on Doug's work.
3. Doug will add notes and redo the updates.

#### **4. Status of Distribution Network**

- a. Status of the distribution contract, make-ready path-prep contracts
  - i. Bob will follow up with WG&E about both issues
- b. Next actions on design Heath Stage Terrace and Hawk Hill Rd. following Select Board decision.
- c. Status of edge cases
  - i. Heath
    1. Warner Hill Rd. - looks pretty broad and filled.
      - a. Tom Danek visited the location and felt this would be a good location for conduit, might be practical.
      - b. Ask WG&E for rough estimate for the aerial, state will only pay for the cost of the overhead design.
      - c. Culvert is in the path. Could replace the conduit. Could go under it.
      - d. Highway department has been updated on the possibilities.
    2. Bob may be added to the agenda for the Heath Broadband meeting tomorrow to discuss the IGA.
    3. Engage residents on different possible plans.
    4. Bassett Rd.
      - a. We'll pay additional cost of construction.
      - b. Based on the drop policy for service entity (Heath)
      - c. Who plows Bassett Rd? Heath wants to know if this is a plowed the public way.
  - ii. Rowe

#### **5. Project Schedule Update**

##### **a. Project plan review**

- i. Cheryl will make a document for collecting changes

#### **6. Project Finance Update**

- a. Payments/ Income of Broadband project
  - i. Money has been certified from EOHED and is in a non-interest bearing account as an advance against the last mile contingency fund.
- b. Status of additional funding sources
  - i. February 3, 2020 meeting to discuss.

**7. Communication Notes**

- a. Workshop planning?
- b. Wired West communications with folks without provided email contact information

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

**a. Trevor's availability**

- i. Ledge Lane planning - reach out to National Grid.
- ii. Trevor is unavailable in February 3- March 12.

**Next meeting, February 3 @ 6PM.**

Meeting adjourned: 8:19pm