

CHARLEMONT BROADBAND COMMITTEE

ATTENDING: Bob Handsaker, Trevor Mackie, Mary Ellen Banks, Doug White, Ken Hall (intermittently), and Cheryl Handsaker

MISSING: Bill Tucci

1. Meeting opened with a toast of celebration for the distribution network

2. Approve Minutes and Meeting Notes from 4/20/2020

a. Minutes Approved unanimously

3. Select Board agenda

a. Hot Spot Proposal

- i. Townspeople are asking for this location
- ii. Where?
 1. School: has the school disabled the password?
- iii. Point person for the needed
 1. School: Trevor can drive this forward.
 2. Senior Center: Cheryl will drive it forward.
- iv. Committee voted unanimously to install a hotspot in one of the CIAs.

b. Path Prep

- i. Propose meeting with Highway Superintendent
- ii. Announce dates of the procurement

c. Accounting recommendation

- i. ACTION TAKEN: Broadband Committee recommends the use of Enterprise Accounting for the Charlemont Municipal Broadband Network, accepting Bob Handsaker and Amy Wales recommendation. Unanimous.

d. Long Bridge

- i. Moving forward with Long Bridge. Osmose has sent this to National Grid for approval.

4. Status of NEE

a. Update on Construction Progress

- i. Extension was granted.
- ii. Obear has not done any work to date.

5. Status of Make-Ready

a. Railroads

- i. Long Bridge
 1. See above.

- ii. Tower Road
 - 1. Rich Carnall will try to move this one forward.
- iii. South River Road
 - 1. No update
- iv. West Hawley Road residence
 - 1. No update
- b. Status of utility applications
 - i. Amend application 5302 after design is approved from Osmose.
 - ii. \$5000 refund owed
- c. Town Hall Exterior
 - i. Grass is starting to grow. Are we happy with the exterior?
 - 1. Remove stones?
 - 2. Height of the fillaround fiber vault
 - 3. Asphalt repair
 - ii. Tree removal at the Town Hall (for traffic calming not broadband).

6. Status of Distribution Network

- a. Path preparation status
 - i. Path prep information was forwarded late today
 - 1. Heath Stage Terrace
 - 2. Hawk Hill Rd.
 - 3. Warner Hill Rd.
 - ii. Gordie responded to specifications
 - 1. Wants all conduits under the culverts - perhaps update if there is one exception. 'No going over unless approved by the highway superintendent'.
 - 2. Want to inspect culverts prior to work begin.
 - 3. Request specs need to be revised and tightened up - ask Gordie for specific language? Gravel specs perhaps?
 - 4. Select Board/ Highway Superintendent to meet prior to the bid spec call on May 8. Updated specs and oversight.
 - 5. Committee to check the cost of the inspection.
- b. Status of edge cases
 - i. Rowe
 - 1. No update.

7. ISP Discussion

- a. Next action: Planning to write up information for WG&E

8. Project Schedule Update

- a. Project plan review

9. Project Finance Update

- a. Payments/ Income of Broadband project
- b. Status of additional funding sources
 - i. Exploring additional COVID-19 related funding.

10. Communication Notes

- a. Workshop planning?
 - i. No update.
- b. Wired West communications with folks without provided email contact information
 - i. Trevor and Cheryl will meet.

11. Insurance

- a. Needs value of the NEE
- b. Needs the value of the electronics
- c. Miles & poles total (total distribution network values)
- d. Drop contract is separate, insure everything or how are the drops insured? What are other towns doing?

12. DigSafe

- a. When some calls for a DigSafe, non-members will not be exposed. State lists all the town municipal services, need to call separately if you want the lines marked out.
- b. Be sure we have tracer wire in all conduit. Let's check this with a detector.

Next meeting, Monday, May 4 @ 6PM

Adjourned 8:00PM.