

CHARLEMONT BROADBAND COMMITTEE

Proceedings held via this conference call.

ATTENDING: Bob Handsaker, Mary Ellen Banks, Trevor Mackie, Cheryl Handsaker

MISSING: Ken Hall, Bill Tucci, Doug White

Meeting underway 6:03pm

1. Approve Minutes and Meeting Notes from 6/15/2020

a. ACTION TAKEN: Approve Meeting Notes from 6/15/2020

- i. Trevor - yes, Mary Ellen- yes, Cheryl - yes, Bob- yes

2. Status of NEE

- a. Obear is looking for a water sensor part number. Are there specifications for this item?
Trevor will reach out to National Grid colleagues to see if they will recommend. Bob will forward to committee.
- b. Can change spec if this is not able to be sourced?

3. Status of Make-Ready

- a. Long Bridge
 - i. Not yet licensed.
- b. Tower Road
 - i. Timeline for construction remains after July 1
- c. West Hawley Road residence
 - i. No update.
- d. Town Hall Exterior
 - i. No update.

4. Status of Distribution Network

- a. Path preparation status (Heath Stage Terrace, Hawk Hill Rd., Warner Hill Rd.)
 - i. Heath Stage Terrace
 - 1. Reviewed a draft resident letter for putting drops in place.
 - 2. Have not gotten a revised estimate from TriWire
 - 3. Have not yet engaged the residents, will ask the Select Board related to next actions there.
 - ii. Hawk Hill Road

1. No update from National Grid. WG&E will reach out for a date to learn about the decision.
 2. Cheryl will follow up with Chris regarding the award dates.
 3. Bob will reach out to WG&E regarding this project.
- iii. Warner Hill Rd.
 1. Agreed to separate the three bids and working toward this award.
 2. Bob will follow up on completing the procurement for this project.
- b. Status of edge cases
 - i. Rowe IRUs
 1. We have a verbal commitment from Rowe.
 2. **ACTION TAKEN:** Recommend that the Select Board approve the IRU documents from Rowe.
Trevor - yes, Mary Ellen- yes, Cheryl - yes, Bob- yes

5. **ISP Contact**

- a. Meeting scheduled for the final contract review of the ISP / NO agreement.
 - i. Cheryl and Bob will work through the contract amendments we can recommend to the Select Board.

6. **Drops**

- a. Updated spreadsheet from WG&E that includes DigSafe
- b. Cheryl will follow up with Chris regarding PPU reported

7. **Project Finance Update**

- a. 2021 budget update
 - i. No change in the budget.
 - ii. Meeting with the finance committee and Select Board approved that current year Broadband debt will be paid from free cash.
- b. Status of additional funding sources
 - i. Status of additional COVID-19 related funding.
 - ii. RBDG Grant conversation
 - iii. CDBG conversation

8. **Project Schedule Update**

- a. Path Prep continues to be a schedule concern.

9. **Communication Notes**

- a. Wired West closure
 - i. This is not complete.

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

- a. Rowe is looking for a recommendation for a contractor to do the siding and the roof of the hut. Is there anyone we can recommend?
- b. Bob will reach out to new resident who has expressed interest in helping with the project.

Next Meeting time Monday, June 29 @ 6pm

Meeting adjourned 6:55 PM