

## CHARLEMONT BROADBAND COMMITTEE

Monday, Aug 17, 2020 at 6:00 pm

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

**MISSING:** Ken Hall

**GUESTS:** Valentine Reid

### **1. Approve Minutes and Meeting Notes from 8/10/2020**

#### **a. ACTION TAKEN:** Vote to approve the minutes of 8/3/2020

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

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

#### a. Long Bridge

- i. Drawings have been delivered to Eagle One. Paperwork from Dave Thomas received. Certificate of insurance needed and a check for the application fee, then paperwork can be sent to Pan Am.

#### b. Tower Road

- i. White Mountain Cable is a subcontractor through WG&E.
- ii. Plan to begin next week
- iii. Stakes were still in place during the site visit today from WG&E
- iv. What procurement is needed for tree trimming? What is the cost needed for the tree trimming? Bob will review the plan. See if TriWire would add the tree trimming to his existing contract?
- v. What is the standard envelope around the fiber? Bob/ Cheryl / Trevor will ask WG&E about the tree trimming radius.

#### c. West Hawley Road residence

- i. No update from Chris Gray.
- ii. Reached out to John Lunt regarding street light cost that was increased by a small amount to handle the wireless unit.

#### d. Town Hall Exterior

- i. Trevor met with Dennis Annear and he is not sure when the grant will come through.
- ii. Ask Tom Danek to complete the sidewalk repair and grading.
- iii. EMD will be responsible for landscaping.
- iv. Inside conduit work has been approved to move ahead right away. Clearance from the outlets was discussed. Conduit will run out through the wall on the south side.
- v. Punch list - Doug will reach out
  - 1. Sidewalk repair
  - 2. Grading/sloping by the vault

#### e. Heath Stage Terrace

- i. Construction is underway. Expected to be complete this week.
  - ii. Gordon Hathaway asked that we not go under the road. TriWire acquiesced but suggested that this is a solution likely to wash out.
  - iii. Mixture of 8 cell along side of road and 4 cell crossing the road.
- f. Hawk Hill Rd
  - i. Resident asked about the situation with Verizon. National Grid has sent the joint ownership paperwork, Verizon has not responded.
  - ii. Pole hearing is on Monday!
- g. Warner Hill Rd.
  - i. Tom Broderick did a site inspection with Dave from WG&E. Gordon Hathaway met with the team, the new proposal is that there will be two poles, oak tree and culvert will be safely preserved. Will set another pole south of the oak tree (approx 120 feet pole to pole).
  - ii. Residents have not yet been notified. Bob will reach out and talk to the residents.
  - iii. Highway boss will check if there is ledge.
  - iv. Bob has a sketch ready for a pole hearing in a couple of weeks.

### 3. ISP Contact

- a. Update on contract and amendment draft
  - i. WG&E are exploring the idea that if we sign the existing agreement, then we could draft the replacement agreement.
  - ii. Consider a very short term contract that can be replaced and we begin under the new terms.
  - iii. Wait on the amendment for third party maintenance
  - iv. Bob will reach out to Otis to coordinate with them on contract revisions.
  - v. ACTION TAKEN: Charlemont will recommend to the Select Board that we sign a short-term agreement to select WG&E as our ISP/ NO.
    - 1. Trevor - yes, Doug - yes, Cheryl-yes, Bob-yes, Mary Ellen - yes

### 4. Drops

- a. Update on one-page document
  - i. No update.
- b. Lock in on equipment
  - i. No update.
- c. Underground conduit is on backorder for the underground service
  - i. Resident was asking for conduit, Trevor reached out.
  - ii. Will reach out to Wendell to see if we can buy additional conduit
  - iii. No idea when they will have conduit available. Trevor will reach out to see if we have a timeline.

## **5. Presubscription Prep**

- a. Valentine has reviewed existing FAQs and did not see any holes
- b. Privacy policy document, Valentine has found some surprising language about selling the data.

## **6. Project Finance Update**

- a. 2021 budget update
  - i. Had meeting with Lynn Hathaway and Amy Wales regarding cashflow.
  - ii. Do not hold back on borrowing to cover the path prep projects.
  - iii. Meeting set with Unibank to review first borrowing. Will discuss size of tranche to borrow at this time. Starts the clock on statehouse notes and possibly the whole project.
- b. Status of additional funding sources
  - i. Non-governmental sources
    - 1. No update.
  - ii. FCC Reverse auction
    - 1. No longer eligible to pursue this auction.
  - iii. CARES Act Funding
    - 1. Meeting with the FRCOG re: equipment grant application.
  - iv. Explore funding for signing update
    - 1. LifeLine - low income internet program.
      - a. Heroes Act did contain more money for LifeLine but did not move past the Senate.
    - 2. CDBG - has been explored.
    - 3. Friends of Charlemont Connect - ask for a 501c3 - income qualified for connecting to the town.
      - a. Amazon Smiles for example.

## **7. Project Schedule Update**

- a. Project plan review

## **8. Communication Notes**

- a. Wired West closure
  - i. Trevor sent email out to WW. Jim Drawe responded; he shows 85 people.
  - ii. Bob & Cheryl are on the list and will ask about this.
  - iii. Requested the database of people, will take 19 weeks to get all of them out.
- b. Fiber Fund has been closed out.
- c. See if WiredWest is subject to open meeting

## **9. Fairgrounds updates**

- a. Standard clearance is 16.5-18 ft for road crossing from church to Good Neighbors.
- b. Reach out to Select Board - is there a suitable funding source for student works.

- c. Valentine has offered to also donate and also has a friend who has a barn full of equipment.
- d. How long to turn up the CAI, to get the pricing? Cheryl will call MBI/Axia providers.

#### Select Board

- Pole hearing
- ISP recommendation
- ISP/NOC
- Fairgrounds AP
- Valentine's appointment
- Certificate of Insurance for Long Bridge project

Next meeting Monday, Aug 24 @ 6PM.

Adjourned 7:45 pm