

CHARLEMONT BROADBAND COMMITTEE

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

MISSING: Ken Hall

1. Approve Minutes and Meeting Notes from 11/30/2020

- a. **ACTION TAKEN:** Cheryl-yes, Bob-yes, Valentine - yes, Mary Ellen - yes, Doug - yes, Trevor-abstain

2. Status of Make-Ready

- a. General
 - i. MBI is still not complete.
 - ii. Rideouts are scheduled for 12/15-12/18 for utility rideouts. WG&E will try to do rideouts the same week.
- b. Railroads
 - i. Continue to look at the change order for the conduit over the railroad tracks.
 - ii. No more guying needed for the Tower Rd. crossing.
 - iii. Bob will follow up TriWire regarding insurance and flaggers.
- c. West Hawley Road residence
 - i. Engage Chris Gray is the next action but he is not responsive. Should we consider another vendor for support?
 - ii. Cheryl will reach out to Bob Briggs to get a recommendation
 - iii. Val will check with Greenfield for this item.
 - iv. Cheryl will reach out to Bill Tucci to see if he might have a referral.
 - v. Val will reach out to the ham radio operators.
- d. Town Hall Exterior
 - i. No update.
 - ii. Bob will check in with Danek Excavating
- e. Town Hall Generator
 - i. Dennis mentioned that he will pick up the conduit for his electrician tomorrow. Electrician is expected this week.
- f. Hawk Hill Rd
 - i. Discuss with WG&E about the inaccuracies in the current plan. Follow up to get an update in the design map from National Grid.
- g. Warner Hill Rd.
 - i. Bob will check in with Danek Excavating about pulling the tape through
 - ii. Bob will follow up with Gordon to see how things were looking.
 - iii. Tree trimming is not needed for these two poles but we can thread the needle.
- h. South River Road
 - i. Niles Tree Service was out and will do an estimate for the work.

3. Distribution Network

- a. Schedule for the build out is in development
 - i. Start with FSA-1 and backbone for FSA-2 taking into account traffic calming.
 - ii. Backbone for FSA-3 plus 6 MSTs near downtown.
 - iii. FSA-5 backbone and FSA-5 down Route 2.
 - iv. Then FSA-4. FSA-2. FSA-3.
 - v. After backbone done, general FSA order: 1,5,4,2,3.
 - vi. When will crews start?
 - vii. Final make-ready and all residual work expected to be done by the end of January.
- b. Discussed intersection of the work with the traffic calming work, especially in April, May. Bob will reach out to the project manager for the traffic calming work to get this complete.
- c. ConCom
 - i. Do we want to file a broad determination of applicability to cover all underground installations. Is this required? Is it useful?
 - ii. Bob will follow up with the ConCom and with WG&E and other towns

4. **Hub Electronics**

- a. WG&E has begun to build the passive equipment rack.
- b. Active rack will be arriving sometime - special rack for the height of the steam pipe.

5. **Subscription Campaign**

- a. Review marketing materials
 - i. Consider banners over lawn signs
 - ii. Brochures all winter
 - iii. Lawn signs for the some places
 - iv. Call people
 - v. 'Banner' on the town webpage?

6. **Project Finance Update**

- a. No update

7. **Communication Notes**

- a. No update

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

- a. Dirt road list update lists
 - i. 8, 7a on Center Heath Rd. are served out of Heath.
- b. Road names can be complicated.

Next meeting, December 14 @ 6PM

Adjourned 8:02