

## **CHARLEMONT BROADBAND COMMITTEE**

**ATTENDING: Bob Handsaker, Valentine Reid, Mary Ellen Banks, Doug White, and Cheryl Handsaker, Ken Hall**

**MISSING: Trevor Mackie**

### **1. Approve Minutes and Meeting Notes from 2/15/2021**

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

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

- a. General
  - i. MBI has a little bit of make-ready remaining. One pole waiting on National Grid.
- b. Railroads
  - i. The two railroad crossings were completed (overhead conduit).
- c. West Hawley Road residence
  - i. Bob followed up with WG&E regarding this house. Nothing yet from Access Plus.
- d. Thunder Mountain Lane residence
  - i. Application is in to N Grid and Verizon.
- e. Town Hall Exterior
  - i. No update.
- f. Town Hall Generator
  - i. No update.
- g. Hawk Hill Rd.
  - i. No update.
- h. Warner Hill Rd.
  - i. No update.

### **3. Distribution Network**

- a. General
  - i. Continue to make good progress in the traffic calming area.
  - ii. Triwire will wait to do the river crossing until it's warmer and safer.
  - iii. Sarah discussed with the Highway Superintendent that the pole for the river crossing will be cleared.
  - iv. Railroads are complete.
- b. Dirt Roads update
  - i. Bob has sent this list to TriWire and discussed the importance of not tearing up the roads during thaw.

### **4. Hub Electronics**

- a. WG&E has been continuing work on the racks.

### **5. Drops**

- a. ConCom update
  - i. Bob prepared a draft RDA and sent to WG&E for review.
  - ii. ConCom is reviewing information.
- b. Schedule for underground consultations
  - i. No update.

### **6. Subscription Campaign**

- a. Website
  - i. Https issues reported
- b. CRM System
  - i. Working through the address issues with PDU audit with CRM system.
    - 1. Cheryl and Ken will work through the Harmonys
    - 2. Val volunteered to fix these addresses on the internet.
    - 3. Ken will reach out about 3rd floor of the Avery's store building
    - 4. CRM 506/520 only 520 remains.
    - 5. Add Mohawk Park- Lot 1, Lot 2. Reach out to see what the mail looks like.
- c. Marketing materials
  - i. Tri-folds coming
  - ii. Order banner (vista print?) and lawn signs (where is best)?
    - 1. Cheryl will order banner / lawn signs
- d. Information Session
  - i. March 16 or 17 from 7-8:30pm is available, which do we prefer.
    - 1. March 16th at 7PM. Cheryl will let WG&E know.
  - ii. Questions in advance - we can collect via Google form - Cheryl will set up a Google form for questions for the info session.
- e. Commercial Pricing
  - i. Up to 5 seats without resale is same as residential.
  - ii. List the larger businesses and think about how this breaks across town.
  - iii. What have other towns decided? Explore ComCast service costs?
  - iv. How to evaluate the delta?
  - v. Cap service at a particular amount of backhaul? Can you rate limit ports? Charge based on consumption?
  - vi. COMMERCIAL PROPERTIES
    - 1. Cheryl will generate a list of businesses
    - 2. Ask WG&E about the ability/ willingness to rate limit commercial ports

## 7. Project Finance Update

- a. Grant funding is still being explored

## 8. Project Schedule Update

- a. No update.

## 9. Communication Notes

- a. Construction updates interspersed with
- b. New emergency broadband benefit - Mary Ellen will send more information. It is not an extension of LifeLine but a new program, goes with the ISP.
  - i. Discuss with WG&E about how to access this funding.
  - ii. Qualified Broadband Services - other hilltowns have requested WCF participate in this program.
- c. Consider a robocall for announcing the information session
- d. Carole Hall will help with the ACH transactions

Meeting adjourned at 7:00 pm